



THE HI-TECH GEARS LTD.

(Formerly Hi-Tech Gears Ltd.)
CIN - L29130RJ1986PLC004536

Corporate Office : Millennium Plaza, Tower-B, Sushant Lok-1, Sector-27, Gurugram -122002,
Haryana, INDIA Tel. : +91(124) 4715100

Date: December 17, 2018

**The Manager,
Listing Department,
National Stock Exchange of India Limited,
"Exchange Plaza", C-1, Block – G.M.
Bandra - Kurla Complex,
Bandra (E), Mumbai – 400051
NSE Stock code – HITECHGEAR**

**The Manager,
Listing Department,
BSE Limited,
Phiroze Jeejeebhoy Towers,
Dalal Street, Fort,
Mumbai - 400001**

BSE Stock code – 522073

Subject: Intimation of Postal Ballot

Dear Sir/Madam,

Further to our letter dated October 31, 2018, intimating the outcome of the Board Meeting held on October 31, 2018, it is to inform you that pursuant to section 110 of Companies Act, 2013 read with Companies (Management and Administration) Rules 2014, Company proposes to conduct Postal Ballot for obtaining the approval of members of the company by Special Resolution for shifting of Registered Office of the Company from the State of Rajasthan to the State of Haryana.

Ms. Akarshika Goel, Practicing Company Secretary and Partner of Grover Ahuja & Associates was appointed as the scrutinizer by the board of directors of the company for conducting the postal ballot and e-voting process in fair and transparent manner and in accordance with the said rules.

Further, we are enclosing herewith the calendar of events for the postal ballot and e-voting process.

You are requested to take the above information in your records and oblige.

Thanking You
Yours faithfully,

For The Hi-Tech Gears Limited

Smital Khatri

**S. K. Khatri
Company Secretary**

M.No. F5459



www.hitechgears.com

Head Office : C-41/B, Kalkaji, New Delhi-110019 INDIA

Regd. Office & Works I : A-589, Industrial Complex, Bhiwadi - 301 019 Rajasthan INDIA Tel. : +91(1493) 665000

Works-II : Plot No. 24 - 26 Sector-7, IMT Manesar - 122 050 Gurugram, Haryana INDIA Tel.: +91 (124) 4715200

works-III : Plot No. SP-146A, Industrial Complex, Bhiwadi - 301019 Rajasthan INDIA

Subsidiaries : Teutech Industries Inc. 361, Speedvale Ave W. Guelph, ON N1H 1C7, CANADA

Teutech LLC. 227, Barton St. Emporium. PA 15834, USA



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CALENDER OF EVENTS FOR POSTAL BALLOT AND E-VOTING BY THE HI-TECH GEARS LIMITED - CHANGE OF REGISTERED OFFICE

S. No	Particulars	Dates
1	Date of Resolution authorizing the process of Postal Ballot	October 31, 2018
2	Date of Resolution authorizing certain Directors & KMP's to initiate and complete the process, appointment of Scrutinizer, approval of draft resolution(s) and Postal Ballot notice to be sent to the Members/ Beneficial Owners	October 31, 2018
3	Intimation of calendar of events in respect of postal ballot and e-voting process with the Stock Exchanges	December 17, 2018
4	Cut-off date for ascertaining the list of shareholders/members to whom the notice of Postal Ballot will be sent and also for reckoning voting rights	December 21, 2018
5	Date of completion of dispatch of Notice of Postal Ballot along with Postal Ballot Form and Postage pre-paid self-addressed envelope.	December 28, 2018
6	Publication of Newspaper for Postal Ballot Notice.	December 29, 2018
7	Display of the Notice of Postal Ballot in the Company's website and submission to the Stock Exchanges	December 30, 2018
8	Date of commencement of E-voting and Physical Postal Ballot	Tuesday, January 01, 2019 (09.00 A.M.)
9	Date of Closure of E-voting and Physical Postal Ballot	Wednesday, January 30, 2019 (05.00 P.M.)
10	Date for submission of the Report by the Scrutinizer to the Company	February 01, 2019
11	Date of declaration of the Result by the company and submission with the stock exchange	February 01, 2019
12	Result to be displayed on Notice Board/ release to the press/ display on the website of the company.	February 01, 2019

For The Hi-Tech Gears Limited

S. K. Khatri
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