



## James Warren Tea Limited

CIN : L15491AS2009PLC009345

**Registered Office** : Dhoedaam Tea Estate, P.O. Borahapjan,  
Dist. Tinsukia, Assam 786150. Tel: 03759-247922

**Corporate Office** : 12, Pretoria Street, Kolkata 700071

**Telephone**: 91-33-4034 1000 **Tele fax**: 91-33-4034 1015

**Email**: investors@jameswarrentea.com **Website**: www.jameswarrentea.com

### **NOTICE TO SHAREHOLDERS**

**NOTICE** is hereby given pursuant to Section 110 of the Companies Act, 2013, (the Act) read with Rule 20 & 22 of the Companies (Management and Administration) Rules, 2014, that on 30th November, 2017 the Company has completed dispatch of Postal Ballot Notice & Postal Ballot Forms through electronic mail to all those shareholders who have registered their e-mail addresses with the Depositories/ Share Transfer Agent and through physical mode to all the shareholders whose names appear in the Company's Register of Members as on cut-off date i.e. 24th November 2017 along with a self addressed postage pre-paid Business Reply envelope for seeking members' consent for adoption of new set of Articles of Association of the Company and to Buy Back Equity Shares of the Company as set out in the Notice dated 18th November, 2017. The Company has engaged Central Depository Services Ltd. (CDSL) to provide e-voting facility/services to its members. The Company has appointed Mr. Santosh Kumar Tibrewalla, Practising Company Secretary, as the Scrutinizer for conducting the Postal Ballot in a fair and transparent manner. The voting rights of the Members shall be reckoned on the cut-off date i.e. 24th November 2017.

Members are requested to note that the voting process through Postal Ballot as well as by electronic mode will open on Friday, December 1, 2017 at 10.00 A.M and will close on Saturday, December 30, 2017 at 05.00 P.M. voting either by electronic means or by way of Postal Ballot Forms received thereafter shall not be valid.

Members who do not receive the Postal Ballot Form may apply to the Company for duplicate thereof at its Corporate Office at 'Aspirations Vintage, 12 Pretoria Street, Kolkata - 700 071 or mail at investors@jameswarrentea.com or to its Share Transfer agent viz. M/s. Maheshwari Datamatics Private Limited, at its Corporate Office at 23, R. N. Mukherjee Road, 5th Floor, Kolkata – 700 001 or mail at mdpldc@yahoo.com or download the same from the website of the Company ([www.jameswarrentea.com](http://www.jameswarrentea.com)) / CDSL ([www.cdslindia.com](http://www.cdslindia.com)).

The scrutinizer will submit his report to the Company by January 1, 2018 and the result of Postal Ballot will be announced on the same day. The results would also be placed on the Company's website i.e. [www.jameswarrentea.com](http://www.jameswarrentea.com)

In case of any grievances, the shareholders may contact **Mr. Gyanendra Singh**, Company Secretary & Compliance Officer at the Corporate Office of the Company or call on 033-40341000. For any queries or issues regarding e-voting you may contact to CDSL: Mr. Moly Biswas, Regional Manager, Kolkata at Phone No. (033) 2282-1375 or Toll Free No. 1800-200-5533 or e-mail: [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or [molyb@cdslindia.com](mailto:molyb@cdslindia.com)

**For James Warren Tea Limited**

Sd/-

**Gyanendra Singh**

Company Secretary & Compliance Officer

Place : Kolkata

Date : 30.11.2017