



# 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 : 91-33-40341000, Tele fax : 91-33-40341015

**Email :** [investors@jameswarrentea.com](mailto:investors@jameswarrentea.com) **Website :** [www.jameswarrentea.com](http://www.jameswarrentea.com)

## NOTICE

Notice is hereby given that pursuant to Section 91 read with the Companies (Management and Administration) Rules, 2014 and Clause 16 of the Listing Agreement, the Register and Share Transfer Books will remain closed from Saturday, September 12, 2015 to Friday, September 18, 2015 (both days inclusive) for the purpose of the Sixth Annual General Meeting of the Company (AGM) scheduled to be held on **Friday, the 18th day of September, 2015 at 9.00 A.M at Dhoedaam Tea Estate, P.O.-Borahapjan, Dist. – Tinsukia, Assam - 786150.**

Further, pursuant to Clause 35B of the Listing Agreement and Section 108 of the Companies Act, 2013 read with the Companies (Management and Administration) Rules, 2014, the Company is pleased to offer e-voting facilities (remote e-voting) to the Members of the Company, to cast their vote electronically through e-voting services provided by Central Depository Services (India) Ltd. (CDSL) on all resolutions set forth in the Notice convening the sixth AGM.

The Company has completed despatch of the aforesaid Notice on Monday, August 24, 2015 and the same is also available on the website of the Company at [www.jameswarrentea.com](http://www.jameswarrentea.com) and on the website of CDSL at [www.cdslindia.com](http://www.cdslindia.com)

The e-voting period shall commence from **Tuesday, September 15, 2015 at 10.00 A.M.** and will end on **Thursday, September 17, 2015 at 5.00 p.m.,** after which voting shall not be allowed and the e-voting module shall be disabled by CDSL for voting thereafter.

The facility of voting by ballot/polling paper shall be made available at the meeting for members who have not casted their vote by remote e-voting. The members who have casted their vote by remote e-voting may attend the meeting but shall not be entitled to cast their vote again.

Voting facility either by remote e-voting or at the AGM will only be provided to those shareholders, holding shares either in physical or in dematerialised form, whose names are recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date i.e. **Friday, September 11, 2015.**

Any person, who acquires shares of the Company and becomes member after despatch of the Notice of the AGM and holds shares as on the cut-off date i.e. **Friday, September 11, 2015,** may obtain the User ID and password by sending a request to CDSL at the e-mail ID : [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) The detailed procedure for obtaining User ID and password is also provided in the Notice of the meeting. If the member is already registered with CDSL for e-voting then he/she can use his/her existing User ID and password for casting the vote through remote e-voting.

The Company has appointed Mr. Santosh Kumar Tibrewalla, Practising Company Secretary as Scrutinizer for conducting the voting process in fair and transparent manner.

In case of queries/grievances with regard to e-voting, members may contact to CDSL : Mr. Moloy Biswas, Regional Manager, Kolkata at Phone (033) 2282-1375 or e-mail: [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or [moloyb@cdslindia.com](mailto:moloyb@cdslindia.com)

**For James Warren Tea Limited**

**Sd/-**

**Vikram Saraogi  
Company Secretary**

Place : Kolkata

Date : 25.08.2015