

MANSOON TRADING COMPANY LIMITED

Regd. Office : Commerce House, 4th Floor, 3 Currimbhoy Road,
Ballard Estate, Mumbai - 400 001.
CIN : L99999MH1985PLC035905

30th August, 2017

BSE Limited
P. J. Tower,
Dalal Street,
Fort, Mumbai

Ref : Scrip Code : 512303

Dear Sir,

Sub: Notice of 32nd Annual General Meeting

We are pleased to enclose herewith the Notice convening 32nd Annual General Meeting on Tuesday, 26th September, 2017 at 11.00 am at the Registered Office of the Company at Commerce House, 4th Floor, 3 Currimbhoy Road, Ballard Estate, Mumbai – 400 001.

Kindly the above documents on record

Thanking you.

Yours faithfully,
For **MANSOON TRADING COMPANY LIMITED**



P. K. Jajodia
Director
(00376220)



MANSOON TRADING COMPANY LIMITED

CIN NO: L99999MH1985PLC035905

Regd. Office: Commerce House, 4th Floor, 3 Currimbhoy Road, Ballard Estate, Mumbai – 400 001

Telephone No. : 22616778, Website: www.mansoontrading.com

Email: mansoontradingltd@gmail.com

NOTICE

NOTICE is hereby given that the Thirty Second Annual General Meeting of the shareholders of Mansoon Trading Company Limited shall be held on Tuesday, the 26th day of September, 2017 at 11:00 AM at the Registered Office of the Company at Commerce House, 4th Floor, 3 Currimbhoy Road, Ballard Estate, Mumbai – 400 001 to transact the following business :

Ordinary Business:

1. To consider and adopt the Audited Financial Statements of the Company for the year ended on 31st March, 2017 and the Board's and Auditors' Reports thereon.
2. To appoint a Director in place of Mrs. Sangeeta Maheshwari (DIN No: 00469584) who retires by rotation and, being eligible, offers herself for re-appointment.
3. To consider and if thought fit, to pass with or without modification(s), the following resolution as an ordinary resolution:

“RESOLVED THAT pursuant to the provisions of Section 139 and other applicable provisions of the Companies Act, 2013 and Rules made therein , M/s SKHD & Associates, Chartered Accountants, Mumbai, (Firm Registration No. 105929W), having their office at 605, Kshitij Building, Veera Desai Road, Andheri (West), Mumbai 400 053 be and is hereby appointed as the Statutory Auditors of the Company to hold office from the conclusion of this Annual General Meeting till the conclusion of the 37th Annual General Meeting subject to ratification by the members at every Annual General Meeting to be held thereafter, at such remuneration (including re-imbusement of out of pocket expenses) as may be decided by the Board of Directors of the Company in consultation with M/s SKHD & Associates.”

**By order of the Board of Directors of Directors of
Mansoon Trading Company Limited**

P.K. Jajodia

**Director
P.K.Jajodia
(DIN: 00376220)**



**Place: Mumbai
Date: 30.08.2017**

NOTES:

1. A member entitled to attend and vote at the Annual General Meeting (the 'Meeting') is entitled to appoint a proxy to attend and vote on a poll instead of himself and the proxy need not be a member of the Company.

A person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A Member holding more than ten percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.

2. The proxy form duly completed and signed should be deposited at the Registered office of the Company not less than 48 hours before the time fixed for the Meeting.
3. The Register of Members and Share Transfer Register of the Company will remain closed from Tuesday, 19th September, 2017 to Tuesday, 26th September, 2017, (both days inclusive) for the purpose of AGM.
4. Members are requested to bring their copy of the Annual Report at the Annual General Meeting.

5. EVOTING:

- i) Pursuant to Section 108 of the Companies Act, 2013 and in compliance with the provisions of Rule 20 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to announce that all the business mentioned in the notice may be transacted through electronic voting system and the Company is providing facility by electronic means.
- ii) For this purpose, the Company has entered into an agreement with National Securities Depository Limited (NSDL) for facilitating e-voting to enable the Shareholders of the Company to cast their votes electronically.
- iii) The Board of Directors of the Company has appointed M/s Girish Murarka & Co., Practicing Company Secretary, Mumbai to conduct and scrutinize the e-voting process in a fair and transparent manner.
- iv) Process and manner of voting:



(a) In case of Shareholders receiving e-mail from NSDL:

- i. Open e-mail and open PDF file viz; "mansoon e-Voting.pdf" with your Client ID or Folio No. as password. The said PDF file contains your user ID and password for e-voting. Please note that the password is an initial password.
- ii. In case any shareholder is already registered with NSDL for e-voting, then that shareholder can use the existing user ID and password for casting of vote and step no. (i) and (vi) be skipped.
- iii. Launch internet browser by typing the following URL:<https://www.evoting.nsd.com/>
- iv. Click on Shareholder – Login
- v. Put user ID and password as mentioned in step (i) or (ii) above, as may be applicable. Click Login.
- vi. Password change menu appears. Change the password with new password of your choice with minimum 8 digits/characters or combination thereof. Note new password.
- vii. Home page of e-Voting opens. Click on e-Voting: Active Voting Cycles.
- viii. Select "EVEN" (E-Voting Event Number) of Mansoon Trading Company Limited.
- ix. Now you are ready for e-Voting as Cast Vote page opens.
- x. Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
- xi. Upon confirmation, the message "Vote cast successfully" will be displayed.
- xii. Once you have voted on the resolution, you will not be allowed to modify your vote.
- xiii. Institutional shareholders (i.e. members other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer through e-mail mansoontradingltd@gmail.com with a copy marked to evoting@nsdl.co.in.

(b) In case of Shareholders receiving PIN mailer by Post:

- i. Initial password will be provided through a separate PIN Mailer.
- ii. Please follow steps (ii) to (xiii) above, to cast vote.
- iii. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending future communication(s).
- iv. In case of any query, you may refer to the Frequently Asked Questions (FAQs) for members and e-voting user manual for members available at the Downloads sections of <https://www.evoting.nsd.com> or contact NSDL at the following Telephone No.: 022 24994600.



- v. The e-voting period commences on 23rd September, 2017 (9.00 a.m) and ends on 25th September, 2017 (5.00 p.m.). At the end of the voting period, the portal where votes are cast shall forthwith be blocked.
- vi. M/s. Girish Murarka & Co., Practicing Company Secretary, Mumbai, the scrutinizer will, on 28nd September, 2017 i.e. within a period of not exceeding three working days from the date of conclusion of e-voting period, unblock the votes in the presence of at least two witnesses not in the employment of the company and make a scrutinizer's report of the votes cast in favour or against, if any and submit to the Chairman of the Annual General Meeting of the Company.
- vii. The results declared along with the scrutinizer's report shall be placed on the website of the company and on the website of the RTA or NSDL within two days of passing of the resolution.
- viii. Subject to receipt of sufficient votes, the resolution shall be deemed to be passed on the date of Annual General Meeting.

- v) Name, designation, address, email id and phone no. of the person responsible to address the grievances connected with facility for voting by electronic means.

Name:- Ms. Neha Tulsyan

Designation:- Company Secretary and Compliance Officer

Address: Commerce House, 4th Floor, 3, Currimbhoy Road, Ballard Estate, Mumbai – 400001

Email id: mansoontradingltd@gmail.com

Phone No. 022- 22616778

vi) **Details of Directors seeking re-appointment at the Annual General Meeting**

Name	Mrs. Sangeeta Maheshwari
DIN	00469584
Date of Birth	23.05.1955
Qualification	Graduate
Expertise in specific functional area	Non-Banking Financial Services
Terms and conditions of appointment or re-appointment	Mrs. Sangeeta Maheshwari retires at ensuing AGM and being eligible , seek re-appointment
Remuneration	Nil
List of Outside Directorship	1.Creative Polypack Limited 2.Creative Products Pvt. Ltd. 3.Aparna Paper Processing Industries Pvt. Ltd. 4.Sushree Trading Limited 5.Vibgyor Printing and Packaging Pvt. Ltd.
Chairman / Member of the Committee of the Board of Directors of other Companies in which she is a Director	Nil
Shareholding in the Company	Nil
No. of the Board Meeting attended	2



Relationship with other Directors, Manager and other Key Managerial Personnel of the Company	Nil
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By order of the Board of Directors of Directors of
Mansoon Trading Company Limited

P.K. Jajodia

Director
P.K.Jajodia
(DIN: 00376220)



Place: Mumbai
Date: 30.08.2017

Route map to the Venue of the Thirty Second Annual General Meeting

