

<<LETTER HEAD OF THE COMPANY>>

FORM NO. MGT-15

Form for filing Report on Annual General Meeting

Pursuant to Section 121(1) of the Companies Act, 2013 and Rule 31(2) of the Companies (Management and Administration) Rules, 2014.

1.

A	CIN	
B	GLN	NA

2.

A	Name Of The Company	
B	Registered Office Of The Company	
C	E-Mail Id	

3. DETAILS OF THE MEETING

I	Day, Date, Hour Of The Annual General Meeting	
II	Venue Of Annual General Meeting	
III	Whether Chairman Of The Meeting Appointed	
IV	Number Of Members Attending The Meeting	
V	Whether Requisite Quorum Is Present	
VI	Business Transacted At The Meeting And Result Thereof	Annexure-A
VII	Particulars With Respect To Any Adjournment Of Meeting And Change In Venue	NA
VIII	Particulars With Respect To Any Postponement Of Meeting And Change In Venue	NA
IX	Any Other Points Relevant For Inclusion In The Report	---

4.

A	Fair Summary Of Proceeding Of The Meeting	Annexure-B
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5.

A	Confirmed that the Meeting was called, convened, held, and conducted as per the provisions of the Act, Rules and secretarial Standard there under
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For <<Name of the Company>>

<<Name of the Director>>

<<Designation >>

DIN:

Date:

Annexure A

Business Transacted at the Annual General Meeting of _____ held on _____ and result thereof

The list of businesses transacted at the Annual General Meeting of the Company and results based on Scrutinizer's combined report on e-voting and poll is provided below:

ORDINARY BUSINESSES:

	Particulars	Result
1.	Adoption of Audited Financial Statement of the company for the year ended 31.03.2014 together with the report of the Board of Directors and Auditors.	Passed with requisite majority as an Ordinary Resolution
2.	Re-appointment of Shri _____ as director, who retires by rotation.	Passed with requisite majority as an Ordinary Resolution
3.	Appointment of _____, Chartered Accountant as auditors of the company	Passed with requisite majority as an Ordinary Resolution

SPECIAL BUSINESSES:

4.	Appointment of Mrs. _____ as Director	Passed with requisite majority as an Ordinary Resolution
5.	Appointment of Shri _____ as an Independent Director	Passed with requisite majority as an Ordinary Resolution
6.	Appointment of Shri _____ as an Independent Director	Passed with requisite majority as an Ordinary Resolution
7.	Appointment of Shri _____ as an Independent Director	Passed with requisite majority as an Ordinary Resolution
8.	Adoption of new Articles of Association of the Company	Passed with requisite majority as Special Resolution
9.	Appointment of Shri _____ as Managing Director and approval of his remuneration	Passed with requisite majority as Ordinary/Special Resolution

Fair Summary of the proceedings of the Annual General Meeting of _____ held on _____

The <<No. of AGM>>Annual General Meeting of the Members of the Company was held on _____ at_____.

Mr. _____, Director was unanimously elected as the Chairman and he took the chair and presided over the meeting.

<<Number of Members>> members present in person. There was <<Number of Members>> member present by Proxy.

The Chairman informed the Members that pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company had extended the e-voting facility to the Members of the Company in respect of businesses to be transacted at the Annual General Meeting. The e-voting commenced at _____ on _____ and ended at _____ on_____.

Shri _____, Practicing Company Secretary was appointed as the Scrutinizer by the Board for scrutinizing the e-voting process.

The Chairman also informed the Members that the Company has arranged for a poll on all the <<Number of Resolutions>> resolutions to be passed at the Meeting. Consequently, all the resolutions were proposed and seconded.

Thereafter, all the <<Number of Resolutions>> resolutions were proposed and seconded. On the invitation of the Chairman, some Members addressed the Meeting, gave suggestions and raised queries on the Company's accounts and businesses, which were replied by the Chairman.

Thereafter, the Chairman ordered for a poll to be taken at the meeting and appointed Shri _____, Practicing Company Secretary as the Scrutinizer for the poll process and requested him for an orderly conduct of the voting.

The resolutions passed by the Members, briefly, related to:

ORDINARY BUSINESSES:

1. Adoption of Audited Financial Statement of the company for the year ended 31.03.2014 together with the report of the Board of Directors and Auditors.
2. Re-appointment of Shri _____, who retires by rotation.
3. Appointment of _____ as auditors of the company.

SPECIAL BUSINESSES:

4. Appointment of Mrs. _____ as Director
5. Appointment of Shri _____ as an Independent Director
6. Appointment of Shri _____ as an Independent Director
7. Appointment of Shri _____ as an Independent Director
8. Adoption of new Articles of Association of the Company
9. Appointment of Shri _____ as Managing Director and approval of his remuneration

Note:

The poll results were notified to the Stock Exchanges in the format prescribed under Clause 35 A of the Listing Agreement.