

COVER PAGE OF NOTICE OF THE GENERAL MEETING

UNDER COMPANIES ACT 2013 & SECRETARIAL STANDARD- II

GOYAL DIVESH & ASSOCIATES
Practicing Company Secretary

*Cover Page Of
Notice Of The
General Meeting*

Date: (Date of Notice)

Dear Members/Directors/Auditor,

You are cordially invited to attend the Annual General Meeting (the 'AGM') of the members of (Name of Company) (the 'Company') to be held on (Day of AGM), (Date of AGM), 2015 at (Time of AGM) at (Venue of AGM).

The Notice of the meeting, containing the business to be transacted, is enclosed.

Thanking You,

For and on behalf of the Board
(Name of Company)

(Name of CS/Director)
(Company Secretary/Director)
PAN/DIN

Enclosures:

1. Notice of the AGM
2. Attendance slip
3. Proxy form (MGT-11)
4. Route Map

If anybody want Complete Article on SS-I and SS-II please drop mail at
csdiveshgoyal@gmail.com