

August 26, 2020

Ref: CS-4/34/

BSE Ltd.

The Corporate Relationship Department
1st Floor, New Trading Ring,
Rotunda Building, P.J. Towers,
Dalal Street, Fort,
Mumbai - 400 001.

Email : corp.relations@bseindia.com

Code No. 530419

The Secretary

The Calcutta Stock Exchange Ltd.

7, Lyons Range,
Kolkata - 700 001.

Email : listing@cse-india.com

Company Code No. 029093

Dear Sirs/Madam,

**Sub: “Annual General Meeting” of the members of the Company, “Record Date”,
“Dividend payment” and “Book closure”**

A) “Annual General Meeting” of the members of the Company:

- 1) This is to inform that the 31st Annual General Meeting (“AGM”) of the members of the Company will be held on Saturday, September 19, 2020 at 10.30 a.m. IST through Video Conferencing (“VC”) / Other Audio-Visual Means (“OAVM”), in accordance with the relevant circulars issued by the Ministry of Corporate Affairs and the Securities and Exchange Board of India.
- 2) In compliance with the relevant circulars, the Annual Report for the financial year 2019-20, comprising the Notice of the AGM and the standalone and consolidated financial statements for the financial year 2019-20, along with Board's Report, Auditors' Report and other documents required to be attached thereto, will be sent to all the members of the Company whose email addresses are registered with the Company / Depository Participant(s).
- 3) The details such as manner of (i) registering / updating email addresses, (ii) casting vote through e-voting and (iii) attending the AGM through VC / OAVM has been set out in the Notice of the AGM.
- 4) The Company has fixed Saturday, September 12, 2020 as the “Cut-off Date” for the purpose of determining the members eligible to vote on the resolutions set out in the Notice of the AGM or to attend the AGM.

B) “Record Date” and “Dividend payment”

- 5) The Company has fixed Saturday, September 12, 2020 as the “Record Date” for the purpose of determining the members eligible to receive dividend for the financial year 2019-20.
- 6) The dividend, if declared at the AGM, will be paid within a week from the conclusion of the AGM.

C) “Book closure”

- 7) The Register of Members and Share Transfer Books of the Company will remain closed from Monday, September 14, 2020 to Saturday 19, 2020 (both days inclusive) for declaration of dividend of Re. 0.60/- per Equity Share of Rs. 10/- each, if approved at the AGM.

You are requested to disseminate the above intimation on your website.

Thanking you,

Yours faithfully,

For Sumedha Fiscal Services Ltd.



Deb Kumar Sett

Company Secretary & Compliance Officer