



NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of the Members of Mitrata Inclusive Financial Services Private Limited (the 'Company') will be held on (day), (month) (date), 2021 at (time) at Corporate office of the Company situated at V29/11A, DLF Phase-III, Gurugram, Haryana-122002 to consider and transact the following business:

ORDINARY BUSINESS:

ITEM NO. 01

To receive, consider and adopt the Audited Balance Sheet and the Statement of Profit and Loss Account for the year ended March 31, 2021 and the Reports of Directors and Auditors thereon.

"RESOLVED THAT the Audited Accounts and the Balance Sheet as at 31st March, 2021, together with the Auditor's Report thereon and the Directors' Report, be and are hereby received, considered and adopted."

ITEM NO.02

To appoint M/s. R Gopal & Associates, Chartered Accountants as statutory auditors of the Company and to fix their remuneration.

"RESOLVED THAT pursuant to provisions of Section 139, 142 and other applicable provisions of the Companies Act, 2013, if any, read with the Companies (Audit & Auditors) Rules, 2014, including any statutory enactment or modification thereof, M/s. R Gopal & Associates, Chartered Accountant, (FRN 000846C) be and is hereby appointed as the Statutory Auditors of the Company and to hold the office from the conclusion of this Annual General Meeting till the conclusion of the Annual General Meeting to be held in financial year 2023, on such remuneration, including out of pocket expenses and other expenses, as may be mutually agreed by and between the Board of Directors and the Auditor.

RESOLVED FURTHER THAT to give effect to the above resolution, Board of Directors of the Company be and is hereby authorised for and on behalf of the Company to take all necessary steps and to do all such acts, deeds, matters and things which may deem necessary in this behalf including issuing the letter to the statutory auditor for the partner rotation for signing the balance sheet."

SPECIAL BUSINESS:

ITEM NO. 03

ADOPTION OF MEMORANDUM OF ASSOCIATION AS PER THE PROVISIONS OF THE COMPANIES ACT, 2013

"RESOLVED THAT pursuant to Section 4 and section 13 and other applicable provisions, if any, of the Companies Act, 2013 including any statutory modification or re-enactment thereof for the time being in force, and Rules made thereunder and subject to necessary statutory approvals and modifications if any, consent of the members be and is hereby accorded to amend the Memorandum of association of the



Company as per the draft circulated with the notice of this meeting with respect to the object clause (Clause III) of the Memorandum of Association of the Company and such other amendments as may be required to align the Memorandum of Association with the provisions of the Companies Act, 2013.

RESOLVED FURTHER THAT the existing Clause III B containing the “Objects Incidental or Ancillary to the attainment of Main Objects” be and is hereby stands deleted and replaced by New Clause III (B) “Matters which are necessary for furtherance of the Objects specified in Clause III(A).

RESOLVED FURTHER THAT the existing Clause III C containing the “Other Objects” be and is hereby also stands deleted in full.

RESOLVED FURTHER THAT consent of shareholders of the Company be and is hereby accorded to approve and adopt the aforesaid changes in the Memorandum of Association of the Company and that Dr. Aqueel Ahmed Khan, Managing Director, Mr. Prabhakar Rawat, Director and Ms. Ritika Agarwal, Company Secretary of the Company be and are hereby severally authorised to do all such acts, deeds, matters and things as may be deemed proper, necessary, or expedient, including filing the requisite forms with Ministry of Corporate Affairs or submission of documents with any other authority, for the purpose of giving effect to this resolution and for matters connected therewith or incidental thereto.”

**By Order of the Board of Directors
For Mitrata Inclusive Financial Services Private Limited**

**Date: September 07, 2020
Place: Gurgaon**

Sd/-

**Ritika Agarwal
Company Secretary
Address: V29/11A, DLF Phase-III, Gurugram-122002**



EXTRACTS OF THE MINUTES OF THE ANNUAL GENERAL MEETING OF THE MEMBERS OF MITRATA INCLUSIVE FINANCIAL SERVICES PRIVATE LIMITED HELD ON (DAY) , (MONTH) (DATE), 2021 AT THE CORPORATE OFFICE OF THE COMPANY SITUATED AT V29/11A, DLF PHASE-III, GURUGRAM-122002

ADOPTION OF MEMORANDUM OF ASSOCIATION AS PER THE PROVISIONS OF THE COMPANIES ACT, 2013

The Companies Act, 2013, has prescribed a new format of Memorandum of Association (“MOA”) for private companies limited by shares. Accordingly, with a view to align the existing MOA of the Company with Table A of the Schedule I of the Act and in accordance with Section 4 and 13 of the Act, it is proposed to alter the MOA of the Company by merging and retaining the Objects under Clause III (C) – “The Other Objects are” with Clause III (B) – “The Objects Incidental or Ancillary to the attainment of the Main Objects are” to the extent possible and also to rename and renumber the Clause III (A) and III (B) of the Object Clause. The Board at its meeting held on September 11, 2021, has approved alteration of the MOA of the Company and recommends the Special Resolution set forth in Item No. 3 of the Notice for approval of the Members.

None of the Directors or Key Managerial Personnel of the Company including their relatives is interested or concerned in the resolution except to the extent of their shareholding, if any, in the Company.

None of the directors of the Company or their relatives of the Company are in any way concerned or interested, financial or otherwise, in the proposed resolution except in the capacity of being a shareholder of the Company.



NOTES:

1. MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON A POLL INSTEAD OF HIMSELF AND SUCH PROXY NEED NOT BE A MEMBER OF THE COMPANY. THE INSTRUMENT APPOINTING PROXY, IN ORDER TO BE EFFECTIVE MUST BE LODGED WITH THE REGISTERED OFFICE OF THE COMPANY NOT LATER THAN 48 HOURS BEFORE THE COMMENCEMENT OF THE MEETING. A PROXY FORM IS ENCLOSED AT THE END OF THE ANNUAL REPORT.
2. The annual report for the year ended 31 March 2020 containing inter-alia, the directors' report, auditors' report and the audited financial statements are enclosed.
3. Members/proxies attending the meeting are requested to bring their copy of AGM notice to the meeting and attendance slip duly signed to avoid inconvenience.
4. Corporate members intending to send their authorized representatives to attend the meeting are requested to send to the company a certified true copy of the board resolution authorizing their representative to attend and vote on their behalf at the meeting.
5. Queries at the AGM: Queries proposed to be raised at the Annual General Meeting may be sent to the company at its registered office at least seven days prior to the date of AGM to enable the management to compile the relevant information to reply the same in the meeting.
6. Address change intimation: members are requested to intimate change in their address, if any, immediately to the company.
7. For convenience of the members and proper conduct of the meeting, entry to the meeting venue will be regulated by attendance slip, which is enclosed with this annual report. Members are requested to sign at the place provided on the attendance slip and hand it over at the registration counter of the venue.
8. Documents referred to in the notice and explanatory statement are open for inspection by the members at the corporate office of the company on all working days Monday to Saturday (except Second and fourth Saturday) between 11:00 a.m. to 6:00 p.m. upto the date of the annual general meeting and will also be available for inspection at the meeting.

**By Order of the Board of Directors
For Mitrata Inclusive Financial Services Private Limited**

Date:
Place: Gurgaon

Sd/-

**Ritika Agarwal
Company Secretary
Address: V29/11A, DLF Phase-III, Gurugram-122002**



ATTENDANCE SLIP

**ANNUAL GENERAL MEETING ON SEPTEMBER --, 2021 AT 00:00P.M. AT THE CORPORATE OFFICE
OF THE COMPANY**

I/We..... R/o..... hereby record my/our presence at the Annual General Meeting of the Company on (day), (date) (month), 2021 at (time) at V-29/11A, DLF Phase-III, Gurugram, Haryana-122002.

DPID * :	Folio No. :
Client Id * :	No. of Shares :

* Applicable for investors holding shares in electronic form.

Signature of shareholder(s)/proxy

Note:

1. Please fill this attendance slip and hand it over at the entrance of the hall.
2. Please complete the Folio / DP ID-Client ID No. and name, sign this Attendance Slip and hand it over at the Attendance Verification Counter at the ENTRANCE OF THE MEETING HALL.



MGT-11

Proxy Form

[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

CIN	U74899DL1985PTC020900
Name of the company	Mitrata Inclusive Financial Services Private Limited
Registered Office	432, 4 th Floor, Somdutt Chambers-II, Bhikaji Cama Place, New Delhi-110066
Name of the Member(s)	
Registered Office	
E-mail Id	
Folio No /Client ID	
DP ID	

I/We _____ being a Member/Members of _____ shares of Mitrata Inclusive Financial Services Private Limited hereby appoint

Name: _____

Address: _____

Emil Id: _____

Signature: _____

as my /our proxy to attend for me / us and on my / our behalf at the Annual General Meeting of the Company to be held on (day), (month) (date), 2021, at (time) at the corporate office of the company at V29/11A, DLF Phase-III, Gurugram-122002 and at any adjournment(s) thereof in respect of such resolutions as are indicated below:

S.No	Ordinary Resolution	For*	Against*
1.	To receive, consider and adopt the Audited Balance Sheet and the Statement of Profit and Loss Account for the year ended March 31, 2020 and the Reports of Directors and Auditors thereon.		
2.	To appoint M/s. R Gopal & Associates, Chartered Accountants (FRN. 000846C) as statutory auditors of the Company and to fix their remuneration.		



3.	To adopt MOA of the Company as per Companies Act, 2013		
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as my/ our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the Annual General Meeting of the company, to be held on (Day), September (Date), 2021 at (Time) p.m. at the corporate office of the Company situated at V29/11A, DLF Phase-III, Gurugram, Haryana-122002 and at any adjournment thereof in respect of such resolutions as are indicated below:

Signed this _____ day of _____ 2020

Signature of Member _____

Signature of proxy holder _____

Affix Re.1/- Revenue Stamp

Note:

1. The proxy form should be signed by the member across the stamp.
2. A member intending to appoint a proxy should complete the Proxy Form and deposit it at the Company's Registered Office, at least 48 hours before the meeting.
3. *It is optional to put "X" in the appropriate column against the resolution indicated in the box.

Route Map

