# ATLAS CYCLES (HARYANA) LTD.

#### CIN:L35923HR1950PLC001614

**Regd. Office :** Industrial Area, Atlas Road, Sonepat - 131 001, Haryana (India) E-mail : companylaw@atlascyclesonepat.com, Website : www.atlasbicycles.com

## NOTICE

#### TO THE SHAREHOLDERS/MEMBERS

Notice is hereby given that the Sixty Fifth Annual General Meeting of the members of M/s Atlas Cycles (Haryana) Limited will be held at the Registered Office, of the Company at Atlas Cycles (Haryana) Limited, Industrial Area, Atlas Road, Sonepat 131001, Haryana on Friday, the 30<sup>th</sup> September, 2016 at 4.00 P.M. (I.S.T.) to transact the following business(es):-

#### **ORDINARY BUSINESS**

1. To receive, consider and adopt

- Audited Standalone Financial Statements of the Company for the financial year ended March 31, 2016 and the Reports of the Board of Directors and Auditors thereon; and
- b. Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2016 and the Report of the Auditors thereon
- To appoint a Director in place of Mr. Hira Lal Bhatia (DIN: 00159258) who has consented to retire by rotation for compliance with the requirements of Section 152 of the Companies Act, 2013 and being eligible offers himself for reappointment.
- 3. Ratification of Appointment of Auditors

To consider and if thought fit, to pass with or without modification(s) the following resolution as Ordinary Resolution:

"**RESOLVED** that pursuant to the provisions of Section 139 and all other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014, as amended from time to time, the Company hereby ratifies the appointment of M/s Mehra Khanna & Co., Chartered Accountants (ICAI Firm Registration No. 001141N), as the Statutory Auditors of the Company to hold office from the conclusion of this Annual General Meeting (AGM) till the conclusion of the 66<sup>th</sup> AGM of the Company to be held in the year 2017 to examine and audit the accounts of the Company at such remuneration as may be mutually agreed between the Board of Directors of the Company and the Statutory Auditors plus reimbursement of Service tax, travelling and out of pocket expenses."

#### SPECIAL BUSINESS

4. Charging Nominal Fee for Delivery of Documents to Members To consider and if thought fit, to pass with or without modification(s) the following resolution as Ordinary Resolution: "RESOLVED that pursuant to provisions of Section 20 of the Companies Act, 2013 and all other applicable provisions, if any, as amended from time to time, unless such fee is fixed by the Act or the Rules the Board of Directors of the Company be and is authorized to deliver documents free of cost to the members who opt to receive documents via email, in case any member specify any document to be delivered by a particular means of communication viz. post or registered post or speed post or courier, then a fee of Rs 300 per document plus out of pocket expense incurred by the company may be charged by the Company and option to get any document delivered by hand at request of any member at his office / address may not be provided."

By order of the Board of Directors For ATLAS CYCLES (HARYANA) LTD.

> (JASPREET SINGH) Company Secretary & Compliance officer

Delhi, 24th August 2016

#### NOTES:-

- 1. In accordance with the secretarial standard-2, proxyholders shall be required to prove their identity before entering the venue of the meeting. Proxy holders and/or shareholder are requested to carry with them government issued photo identity card such as PAN Card, voter' Id Card, Aadhar Card, Driving License, etc, without which they may not be permitted entry.
- 2. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE ANNUAL GENERAL MEETING ("MEETING") IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON POLL INSTEAD OF HIMSELF/HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. A person can act as proxy on behalf of member(s) not exceeding fifty (50) and holding in the aggregate not more than ten percent (10%) of the total share capital of the Company carrying voting rights. A member holding more than ten percent (10%) of the total share capital of the Company may appoint a single person as proxy and such person shall not act as proxy for any other person or member.
- 3. The instrument appointing the proxy (enclosed hereto) in order to be effective must be deposited (duly completed, stamped and signed) at the registered office of the Company not less than forty-eight (48) hours before the commencement of the meeting. Proxies submitted on behalf of the companies, societies etc, must be supported by an appropriate resolution/ authority letter as applicable.
- 4. Member(s)/Proxies/Authorized Representatives are requested to bring the enclosed attendance slip duly filled in and signed for attending the meeting. Member(s) who hold equity shares in electronic mode are requested to write the Client ID and DP ID number and those who hold equity shares in physical mode are requested to write their folio number in the attendance slip.
- 5. Corporate Members intending to send their authorized representative(s) to attend the meeting are requested to send a certified copy of the board resolution authorizing their representative to attend and vote on their behalf at the meeting atleast 48 hours before the meeting. Institutional shareholders (i.e. 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 to dineshnangru@gmail.com with a copy marked to evoting@nsdl.co.in and companylaw@atlascycle.sonepat.com.

- 6. Pursuant to Section 72 of the Companies Act, 2013, member(s) of the Company may nominate a person in whom the shares held by him/them shall vest in the event of his/ their unfortunate death. Member(s) holding shares in physical form may file nomination in the prescribed Form SH-13 with the Company's RTA. In respect of shares held in dematerialized form, the nomination form may be filed with the respective Depository Participant.
- 7. In case of joint holders, only such joint holder who is named first in the order of names will be entitled to vote.
- 8. Explanatory Statement as required under Section 102 of the Companies Act, 2013, in respect of special business is annexed hereto.
- The Company is giving public notice and is also notifying stock exchanges that the Register of Members and Share Transfer Books of the company shall remain closed from Thursday, 29<sup>th</sup> September 2016 to Friday, 30<sup>th</sup> September 2016 (both days inclusive.)
- 10. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in securities market. Member(s) holding shares in electronic form are, therefore, requested to submit the PAN to their Depository Participants with whom they are maintaining their demat accounts. Members holding shares in physical form can submit their PAN details to the Company/RTA.
- 11. The voting rights of member(s) shall be in proportion to their shares in the paid up equity share capital of the Company as on the cut-off date i.e. Friday 23<sup>rd</sup> September 2016. A person whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date i.e. Friday 23<sup>rd</sup> September 2016 only shall be entitled to avail the facility of remote e-voting / Poll.
- 12. Member(s) who have not registered their e-mail addresses so far, are requested to register their e-mail address for receiving all communication including Annual Report, Notices etc. from the Company electronically. Members may send a scanned copy of duly signed request letter to <u>companylaw@atlascyclesonepat.com</u>.
- 13. Notice of the Meeting and the Annual Report for FY 2015-16 of the Company is being sent by electronic mode to those member(s) whose e-mail IDs are registered with the Company/

Depository Participant(s) unless any member has requested for physical copy of the same. For member(s) who have not registered their e-mail IDs, physical copy of the Notice of the Meeting and the Annual Report for FY 2015-16 are being sent in the permitted mode. Members who have specified any particular mode of delivery of Annual Report are sent Annual Report in their specified mode.

- 14. Member(s) may also note that the Notice of the Meeting and the Annual Report for FY 2015-16 will also be available on the Company's website <u>www.atlasbicyles.com</u> for their download. Members may also note that Annual Reports of 3 wholly owned subsidiary companies of the Company viz. Atlas Cycles Sonepat Limited, Atlas Cycles (Sahibabad) Limited and Atlas Cycles (Malanpur) Limited are also available for download on the website of the Company <u>www.atlasbicycles.com</u>.
- 15. Explanatory Statement under section 102 of the Companies Act, 2013 relating to items of special business is attached and forms part of the notice.
- 16. Members may get any change in their address/ their mandates registered with the Company before 22<sup>nd</sup> September 2016.
- 17. As per Section 124 of the Companies Act, 2013, dividends remaining unclaimed for a period of 7 years from the date it became due for payment, shall be transferred by the Company to the Fund established by the Central Government and no claim thereof shall lie against the Fund of the Company on the expiry of the said period of seven years. Members who have not encashed their dividend warrants for the year ended 31.03.2009 onwards are requested to send unpaid dividend warrants to the Registered Office of the Company for payment in lieu thereof.
- In terms of notification issued by Securities and Exchange Board of India, the company's shares are being traded compulsory in demat form.
- 19. As an austerity measure, copies of the Annual Report will not be distributed at the Annual General Meeting. Members are requested to bring with them their copies of the Annual Report at the meeting.
- 20. Member may note that No gifts, gift coupons, or cash in lieu of gifts shall be distributed to Members at or in connection with the Meeting.
- 21. Route Map of Venue of AGM :



22. In Compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of Companies (Management and Administration) Rules, 2014, the Company is pleased to offer e-Voting facility as an alternative mode of voting which will enable the Members to cast their votes electronically. Necessary arrangements have been made by the Company with National Securities Depository Limited (NSDL) to facilitate e-voting. E-voting is optional and members shall have the option to vote either through e-voting or in person at the general meeting. Although the Members who have already cast their vote by remote e-voting prior to the meeting, may attend the meeting, but they shall not be entitled to cast their vote again.

The e-voting period begins at 9:00 hours on Tuesday, 27th September, 2016 and ends at 17:00 hours on Thursday, 29th September, 2016. After the expiry of said period, the facility shall forthwith be blocked.

The procedure and instructions for e-voting as given in the Notice of the 65<sup>th</sup> Annual General Meeting are as follows:

- In case of Members receiving e-mail from NSDL (For those members whose e-mail addresses are registered with Company/Depositories):
  - a. Open e-mail and open PDF file viz."ACL-remote e-Voting.pdf" with your client ID or Folio No. as password containing your user ID and password for remote e-voting. Please note that the password is an initial password.
  - b. Launch internet browser by typing the following URL: https://www.evoting.nsdl.com/.
  - c. Click on Shareholder-Login.
  - d. Put user ID and password as initial password noted in step (i) above. Click Login.
  - e. Password change menu appears. Change the password with new password of your choice with minimum 8 digits/ characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
  - f. Home page of remote e-voting opens. Click on remote evoting: Active Voting Cycles.
  - g. Select "EVEN 105061" of "Atlas Cycles (Haryana) Limited".
  - h. Now you are ready for remote e-voting as Cast Vote page opens.
  - i. Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
  - j. Upon confirmation, the message "Vote cast successfully" will be displayed.
  - k. Once you have voted on the resolution, you will not be allowed to modify your vote.
  - I. Institutional shareholders (i.e. 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 to dineshnangru@gmail.com with a copy marked to evoting@nsdl.co.in and companylaw@ atlascyclesonepat.com.
- II. In case of Members receiving Physical copy of Notice of 65<sup>th</sup> Annual General Meeting (for members whose email IDs are not registered with the Company/Depository Participants(s) or requesting physical copy)
  - a. Initial password is provided in the box overleaf.
  - b. Please follow all steps from SI. No. (b) to SI. No. (l) above, to cast vote.

- A. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Members and remote evoting user manual for Members available at the downloads section of <u>www.evoting.nsdl.com</u> or call on toll free no.: 1800-222-990.
- B. If you are already registered with NSDL for remote evoting then you can use your existing user ID and password/PIN for casting your vote.
- C. 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).
- D. The voting rights of members shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of 23<sup>rd</sup> September, 2016.
- E. Any person, who acquires shares and becomes member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e. 23<sup>rd</sup> September, 2016, may also obtain the login ID and password by sending a request at <u>evoting@nsdl.co.in</u> and <u>info@masserv.com</u>, RTA, MAS Services Limited.

However, if you are already registered with NSDL for remote e-voting then you can use your existing user ID and password for casting your vote. If you forgot your password, you can reset your password by using "Forgot User Details/Password" option available on <u>www.evoting.nsdl.com</u> or contact NSDL at the following toll free no.: 1800-222-990.

- F. A member may participate in the AGM even after exercising his right to vote through remote e-voting but shall not be allowed to vote again at the AGM.
- G. A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through ballot paper.
- H. Mr. Dinesh Nangru, Chartered Accountant (Membership No. 094779), Partner, M/s Dinesh Nangru & Co., Chartered Accountants having address Chamber No. 301, Street No. 12, 1117, Naiwala, Karol Bagh, New Delhi-110005 has been appointed as the Scrutinizer for providing facility to the members of the Company to scrutinize the voting and remote e-voting process in a fair and transparent manner.
- The Chairman shall, at the AGM, at the end of discussion on the resolutions on which voting is to be held, allow voting with the assistance of scrutinizer, by use of "Ballot Paper" for all those members who are present at the AGM but have not cast their votes by availing the remote evoting facility.
- J. The Scrutinizer shall after the conclusion of voting at the AGM, will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witnesses not in the employment of the Company and shall make, not later than 44 hours of the conclusion of the AGM, a consolidated scrutinizer's report of the total votes cast in favour or against, if any, to the Chairman or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.
- K. The Results declared alongwith the report of the Scrutinizer shall be placed on the website of the Company www.atlasbicycles.com and on the website of NSDL immediately after the declaration of result by the Chairman or a person authorized by him in writing and communicated to the BSE Limited and National Stock Exchange of India Limited.

23. The relevant details of Director(s) proposed to be appointed / reappointed, as required under Regulation 36(3) of the Sebi (Listing Obligations and Disclosure Requirements) Regulations, 2015 are provided below.

Pursuant to Regulation 36(3) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the information about the Directors seeking appointment / re-appointment in the forthcoming Annual General Meeting:

At the ensuing Annual General Meeting Mr. Hira Lal Bhatia (DIN: 00159258), Non-executive Director, is liable to retire by rotation and being eligible offer himself for re-appointment. His brief resume and other information is as follows :

Name of Director	Mr. Hira Lal Bhatia (DIN: 00159258)
Date of Birth	15 <sup>th</sup> March, 1943
Relationship with other Directors inter-se	None
Date of appointment	31 <sup>st</sup> July, 1979
Expertise in specific functional area	Cloth Merchant for over Forty Four years experience
Qualification	B.A.
No. of equity shares held in the company	Nil
List of Public Companies (other than Atlas Cycles (Haryana) Limited) in which directorship held as on 31 <sup>st</sup> March, 2016	Atlas Cycles Sonepat Limited Atlas Cycles (Sahibabad) Limited Atlas Cycles (Malanpur) Limited
Chairman/ Member of the Committees of the Board of Public Companies in which he is a director as on 31 <sup>st</sup> March, 2016	Atlas Cycles (Haryana) Limited:- Member in following Committees: - Audit Committee- - Nomination & Remuneration Committee Chairman in following Committees: - Risk Management Committee - Stakeholders Relationship Committee

24. All document referred to in the accompanying Notice and the Explanatory statement shall be open for inspection at the registered office of the companies during normal business hours (9:30 am to 5:00 pm) on all working days except Saturdays, up to and including the date of the Annual General Meeting of the company.

#### IMPORTANT COMMUNICATION TO MEMBERS

The ministry of corporate Affairs has taken a "Green Initiative" in the Corporate Governance by allowing paperless Compliances by the companies and has issued circular stating that services of notice/ documents including Annual Report can be sent by email to its members. To support this green initiative of the Government in full measure, members who have not registered their e-mail addresses, so far, are requested to register their e-mail addresses, in respect of electronic holdings with the Depository Participants and also register their e-mail ID at our Registrar and share Transfer Agents viz." M/s Mas Services Limited "at the website www.masserv.com, in case you have not already registered the same. Please also confirm by sending an email at companylaw@atlascyclesonepat.com.

#### By order of the Board of Directors For ATLAS CYCLES (HARYANA) LTD.

(JASPREET SINGH) Company Secretary & Compliance officer

Delhi: the 24th August 2016

#### EXPLANATORY STATEMENT

As required by Section 102 of the Companies Act, 2013 (the Act), the following Explanatory Statement sets out all material facts relating to the special business mentioned under Item No. 4 of the accompanying Notice dated 24<sup>th</sup> August, 2016.

#### AGENDA ITEM NO. 4

All the important current and past documents i.e. Annual Reports, quarterly financial statement, shareholding pattern, corporate

governance reports, list of directors and key managerial personnel, etc are already available at the website of the company for the member and general public to download free of cost. Yet some members may insist on printed copies of the same. It is therefore proposed to fix an amount of rupee three hundred plus actual out of pocket expenses incurred / or to be incurred by the company in acceding to such request.

Proviso to Section 20(2) of the Companies Act, 2013, provides for determination of fee by the annual general meeting for delivery of any document requested by a member through a particular mode. All the important current and past document I.e. Annual Reports, quarterly financial statement, shareholding pattern, corporate governance reports, list of directors and key managerial personnel, etc are already available at the website of the company for the member and general public to download free of cost. .Yet some members may insist on printed copies of the same. It is proposed to fix a fee of Rs. 300 plus actual out of pocket expenses incurred / or to be incurred by the company in acceding to a member's request for delivery of any documents in a particular mode chosen by such members.

In the above cases, if the Act or Rules prescribe any specific fee then, notwithstanding any resolution passed by the members, the fee so prescribed by law shall prevail.

The Board of Directors recommends the resolution set out an item no. 4 for the approval of the shareholder of the Company as ordinary resolution.

None of Director and key managerial personnel of the Company and their relatives are concerned or interested, financially or otherwise in resolution set out at item no. 4.

> By order of the Board of Directors For ATLAS CYCLES (HARYANA) LTD.

> > (JASPREET SINGH) Company Secretary & Compliance officer

Delhi: the 24<sup>th</sup> August 2016

<b>ATLAS CYCLES</b>	(HARYANA)	LIMITED
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CIN: L35923HR1950PLC001614

Regd. Office: Atlas Road, Industrial Area, Sonepat – 131001,(Haryana) Tel: 091-130-2200001 to 2200006, Fax: 091-130-2200018 Website: www.atlasbicycles.com, E-mail : companylaw@atlascyclesonepat.com

Form No. 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]

Name of the member (s)				
Registered address				
E-mail Id				
Folio No/ Client Id			DP ID	
I/We, being the member (s) of	shares of the ab	oove named c	ompany,	hereby appoint
1. Name:		E-mail Id :		
Address :				
		Signature :		, or failing him
2. Name:		E-mail Id :		
Address :				
		Signature :		, or failing him
3. Name:		E-mail Id :		
Address :				
		Signature : .		
				65 <sup>th</sup> Annual General Meeting of the <b>Sonepat 131001 Harvana</b> , on Friday,

Company to be held at Registered office of the Company at Atlas Road, Industrial Area, Sonepat 131001 Haryana, on Friday, 30<sup>th</sup> day of September, 2016 at 04.00 P.M. and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution No.	Description	
1.	To receive, consider and adopt a) Audited Standalone Financial Statements of the Company for the financial year ended March 31, 2016 and the Reports of the Board of Directors and Auditors thereon; and	
	<ul> <li>b) Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2016 and the Report of the Auditors thereon</li> </ul>	
2.	To appoint a Director in place of Mr. Hira Lal Bhatia (DIN: 00159258) who has consented to retire by rotation fo compliance with the requirements of Section 152 of the Companies Act, 2013 and being eligible offers himsel for re-appointment.	
3.	To ratify appointment of Statutory Auditors :"RESOLVED that pursuant to the provisions of Section 139 and all other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014, as amended from time to time, the Company hereby ratifies the appointment of M/s Mehra Khanna & Co., Chartered Accountants (ICAI Firm Registration No. 001141N), as the Statutory Auditors of the Company to hold office from the conclusion of this Annual General Meeting (AGM) till the conclusion of the 66 <sup>th</sup> AGM of the Company to be held in the year 2017 to examine and audit the accounts of the Company at such remuneration as may be mutually agreed between the Board of Directors of the Company and the Statutory Auditors plus reimbursement of Service tax, travelling and out of pocket expenses."	
4.	To pass as Ordinary Resolution :"RESOLVED that pursuant to provisions of Section 20 of the Companies Act 2013 and all other applicable provisions, if any, as amended from time to time, unless such fee is fixed by the Act or the rules the Board of Directors of the Company be and is authorized to delivery documents free of cos to the members who opt to receive documents via email, in case any member specify any document to be delivered by a particular means of communication viz. post or registered post or speed post or courier, then a fee of Rs 300 per document plus out of pocket expense incurred by the company may be charged by the Company and option to get any document delivered by hand at request of any member at his office / address may not be provided."	
	day of2016 Affix Revenue Stamp (₹ 1)	
ignature of st		
	m of proxy in order to be effective should be duly completed and deposited at the Registered Office of t less than 48 hours before the commencement of the 65 <sup>th</sup> Annual General Meeting by 04:00 p.m. on 30 016.	

<b>ATLAS CYCLES</b>	(HARYANA) LTD.
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CIN:L35923HR1950PLC001614

Regd. Office : Industrial Area, Atlas Road, Sonepat - 131 001, Haryana (India) E-mail : companylaw@atlascyclesonepat.com, Website : www.atlasbicycles.com

		BALLOT FORM (In lieu of E-voting)			
	65th Annual General Meeting - Friday, the 30th September, 2016				
1.	Name of the First Named Shareholder And Registered address	:			
2.	Name(s) of the Joint Shareholder(s)	:			
3.	Name of Proxy holder (if any)	:			
4.	Registered Folio/DPID & Client ID No.	:			
5.	No. of Shares held				

I/we hereby exercise my/our vote in respect of the Resolution(s) to be passed for the business stated in the Notice of 65th Annual General Meeting of the Company on Friday, September 30, 2016 at 4:00 P.M. (I.S.T.) by conveying my/our assent or dissent to the said Resolution(s) by placing the (") mark at the appropriate box below.

: .....

Item No. of Notice	Description	No. of equity shares held by me	I/We assent to the resolution (For)	I/We dissent from the resolution (Against)
1.	<ul> <li>To receive, consider and adopt</li> <li>a) Audited Standalone Financial Statements of the Company for the financial year ended March 31, 2016 and the Reports of the Board of Directors and Auditors thereon; and</li> <li>b) Audited Consolidated Financial Statements of the Company for the financial year ended March 31, 2016 and the Report of the Auditors thereon</li> </ul>			
2.	To appoint a Director in place of Mr. Hira Lal Bhatia (DIN: 00159258) who has consented to retire by rotation for compliance with the requirements of Section 152 of the Companies Act, 2013 and being eligible offers himself for re-appointment.			
3.	To ratify appointment of Statutory Auditors : "RESOLVED that pursuant to the provisions of Section 139 and all other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014, as amended from time to time, the Company hereby ratifies the appointment of M/s Mehra Khanna & Co., Chartered Accountants (ICAI Firm Registration No. 001141N), as the Statutory Auditors of the Company to hold office from the conclusion of this Annual General Meeting (AGM) till the conclusion of the 66 <sup>th</sup> AGM of the Company to be held in the year 2017 to examine and audit the accounts of the Company at such remuneration as may be mutually agreed between the Board of Directors of the Company and the Statutory Auditors plus reimbursement of Service tax, travelling and out of pocket expenses."			
4.	To pass as Ordinary Resolution :" <b>RESOLVED</b> that pursuant to provisions of Section 20 of the Companies Act, 2013 and all other applicable provisions, if any, as amended from time to time, the Board of Directors of the Company be and is authorized to delivery documents free of cost to the members who opt to receive documents via email, in case any member specify any document to be delivered by a particular means of communication viz. post or registered post or speed post or courier, then a fee of Rs 300 per document may be charged by the Company and option to get any document delivered by hand at request of any member at his office / address may not be provided."			

..... Signature of Shareholder / Proxy

## INSTRUCTIONS

- 1. Unsigned, incomplete or incorrectly ticked forms are liable to be rejected and the decision of the Scrutinizer on the validity of the forms will be final.
- 2. In the event member casts his votes through both the processes i.e. E-voting and Ballot Form, the votes in the electronic system would be considered and the Ballot Form would be ignored.
- 3. To avoid fraudulent transactions, the identity/signature of the members holding shares in electronic/demat form will be verified with the specimen signatures furnished by NSDL/CDSL and that of members holding shares in physical form will be verified as per the records of the share transfer agent of the Company (i.e. Mas Services Ltd). Members are requested to keep the same updated.
- 4. There will be only one Ballot Form for every DP ID & Client ID/ Folio No. irrespective of the number of joint members.
- 5. In case of joint holders, the Ballot Form should be signed by the first named shareholder and in his/her absence by the next named shareholders. Ballot form signed by a joint holder shall be treated valid if signed as per records available with the Company and the Company shall not entertain any objection on such Ballot Form signed by other joint holders.
- 6. Where the Ballot Form has been signed by an authorized representative of the Body Corporate/Trust/Society, etc. a certified copy of the relevant authorisation/Board resolution to vote along with Specimen Signature of the authorised representative should accompany the Ballot Form. A scanned copy of the same may be first emailed to <u>companylaw@atlascyclesonepat.com</u> and <u>dineshnangru@gmail.com</u> atleast 48 hours before the AGM so that any corrections or amendments may be recommended on time.
- 7. Duly filled in and signed Ballot Form should be dropped in the Ballot Box provided at the venue of the Annual General Meeting.

## ATLAS CYCLES (HARYANA) LIMITED

CIN: L35923HR1950PLC001614

Regd. Office: Atlas Road, Industrial Area, Sonepat – 131001,(Haryana) Tel: 091-130-2200001 to 2200006, Fax: 091-130-2200018 Website: www.atlasbicycles.com, E-mail : companylaw@atlascyclesonepat.com

### ELECTRONIC VOTING PARTICULARS

EVSN (Electronic voting Sequance Number)	USER ID	PAN	No. of Shares

The e-voting facility will be available during the following voting period:

Commencement of e-voting	From 9.00 a.m. (IST) on Tuesday, September 27, 2016
End of e-voting	Upto 05.00 p.m. (IST) on Thursday, September 29, 2016

• The cut-off date (i.e. the record date) for the purpose of e-voting is 23<sup>rd</sup> September, 2016.

• Please refer to the attached AGM Notice for instructions on E-Voting.

## ATLAS CYCLES (HARYANA) LIMITED

\_ \_\_ \_\_ \_\_ \_\_ \_\_ \_\_ TEAR HERE \_\_ \_\_ \_\_ \_\_ \_\_

CIN: L35923HR1950PLC001614

**Regd. Office:** Atlas Road, Industrial Area, Sonepat – 131001,(Haryana) Tel: 091-130-2200001 to 2200006, Fax: 091-130-2200018 Website: www.atlasbicycles.com, E-mail : companylaw@atlascyclesonepat.com

### ATTANDANCE SLIP

Regd. Folio No. / DP ID - Client ID	:	
Name & Address of First/Sole Shareholder	:	
Name of Proxy holder (if any)	:	
No. of Shares held	:	

I/we hereby record my/our presence at the 65<sup>th</sup> Annual General Meeting of the Company to be held at its Registered Office at **Industrial Area, Atlas Road, Sonepat-131001 Haryana,** on Friday, 30<sup>th</sup> day of September, 2016 at 04.00 P.M.

Signature of Member/Proxy

#### Notes:

a) Only Member/Proxy can attend the meeting. No minors would be allowed at the meeting.

b) Member / Proxy wish to attend the meeting must bring this attendance slip to the meeting and handover at the entrance duly filled in and signed.