

Arvee Laboratories (India) Limited.

Formerly Known as Arvee Laboratories (India) Pvt. Ltd.

49/3 - B, Shyamal Row Houses, Near Shyamal Cross Roads,

Satellite, Ahmedabad - 380 015, Gujarat, India.

Phone : +91 - 79 - 26749036/37/38, Fax : +91 - 79 - 26742600 **NOTICE**

e-mail : sales@arveelabs.com, Website: www.arveelabs.com

CIN No. :- L24231GJ2012PLC068778.



Notice is hereby given that the 8th Annual General Meeting of the members of Arvee Laboratories (India) Limited will be held at 10.00 a.m. on **Thursday, 8th August, 2019** at Ahmedabad Management Association, Torrent-AMA Management Centre, Core-AMA Management House, ATIRA Campus, AMA Complex, Dr. V S Marg, Vastrapur, Ahmedabad 380 015 to transact the following businesses:

ORDINARY BUSINESS:

1. To receive, consider and adopt the audited Balance Sheet as at 31st March, 2019 and Statement of Profit & Loss Account and Cash Flow Statement for the year ended on 31st March, 2019 and the Reports of the Board of Directors and Auditors thereon.
2. To appoint a Director in place of Mr. Shalin Bharatbhai Chokshi who retires by rotation and being eligible seeks re-appointment.

SPECIAL BUSINESS

3. To consider and if thought fit to pass with or without modification the following resolution as an Ordinary Resolution:

'Resolved That pursuant to Section 148 and other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014, M/s. P. H. Desai & Co. (Firm Membership number 100377),, Cost Accountants, appointed as Cost Auditors by the Board of Directors to audit the cost records of the Company for the fiscal year 2019-20, be paid a remuneration of Rs. 25,000/- per annum plus applicable taxes and out-of-pocket expenses that may be incurred..

Resolved Further That the Board of Directors of the Company be and is hereby authorized to perform all such acts and take all such steps as may be necessary, proper or expedient to give effect to this resolution'

Notes:

- 1 A member entitle to attend and vote is entitle to appoint a proxy to attend and vote on poll on his/ her behalf and the Proxy need not be member of the company. Pursuant to Section 105 of the Companies Act, 2013, a person can act as Proxy on behalf of not more than fifty members holding in aggregate, not more than ten percent of the total share capital of the company. Members holding more than ten percent of the total share capital of the company may appoint a single person as Proxy, who shall not act as Proxy for any other Member. The Instrument of Proxy, in order to be effective, should be deposited at the registered office of the company, duly completed and signed, not

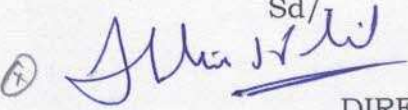
later than 48 hours before the commencement of the meeting. A proxy form is annexed to this report.

- 2 Corporate members intending to send their authorized representative to attend the meeting are requested to send a certified true copy of the Board resolution to the company, authorizing their representative to attend and vote on their behalf at the meeting.
- 3 The relevant details as required under Regulation 36(3) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations"), of the person seeking re-appointment as Director under Item No. 2 of the Notice, are also annexed as Annexure A hereto.
- 4 Members/ proxies should bring attendance slip, duly filled in, for attending the meeting. As proxy form and route map of venue of the 8th Annual General Meeting are annexed hereto.
- 5 Members / proxies attending the meeting should bring their copy of the Annual Report for reference at the meeting as Copies of Annual Report will not be distributed at the Annual General Meeting. In case of joint holders attending the meeting, only such joint holder who is higher in the order of name will be entitled to vote at the meeting.
- 6 The Register of Members and Share Transfer books of the company will remain closed from Saturday, 3rd August, 2019 to **Tuesday, 6th August, 2019**. (Both days inclusive).
- 7 Members desirous of obtaining any information concerning the accounts and operations of the company are requested to address their questions to the company so as to reach at least 7 days before the date of the meeting, so that the information required will be made available at the meeting, to the best extent possible.
- 8 All documents referred to in the notice requiring the approval of the members at the meeting and other statutory register shall be available for inspection by the Members at the registered office of the company during office hours on all working days between 11.00 a.m. to 1.00 p.m. on all days except Saturdays, Sundays and public holiday, from the date hereof up to the date of the annual general meeting.
- 9 The Notice of the Annual General Meeting along with attendance slip and proxy form is being dispatched to the Members by Post (and electronically by e-mail to those Members who have registered their e-mail IDs with the Company /Depositories), unless any member has requested for physical copy of the Annual Report. Members may also note that the notice of the AGM for the year ended on 31st March, 2019 and the annual report 2018-19 will be available on the company's website www.arveelabs.com
- 10 The Securities Exchange Board of India has mandated the submission of PAN by every participant in the Securities Market. Members holding securities in electronic form are requested to submit their PAN to their Depository Participants.

- 11 Members who have not registered their email address with our Registrar and Transfer Agent MCS Share Transfer Agent Limited, if shares are held in physical mode or with their Depository Participants, if shares are held in electronic mode are requested to do so for receiving all future communications from the company including Annual Report, Notices, Circulars, etc., electronically.
- 12 E-Voting is not applicable on the companies who has less than 1000 shareholders and listed there securities on the SME platform as per the amendment in the Rule 20 of the companies Rules 2014
- 13 Explanatory Statement in respect of special business is annexed herewith.

FOR & ON BEHALF OF THE BOARD OF
ARVEE LABORATORIES (INDIA) LIMITED

Place: Ahmedabad
Dated: 10th July, 2019

 Sd/
DIRECTOR
Shalin Sudhakarbhay Patel

ANNEXURES TO THE NOTICE

ANNEXURE: A

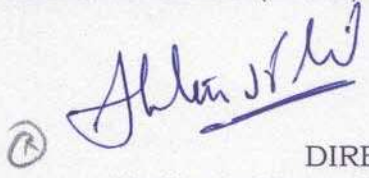
Details of the Director retiring by rotation and seeking Re-appointment at the Annual General meeting pursuant to SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015 and Secretarial Standard: 2 (SS:2) issued by ICSI and approved by the Central Government.

Name of the Director	Shalin Bharatbhai Chokshi
Father's Name	Bharatbhai Chokshi
Date of Birth	16/10/1984
Qualification	He is a graduate in commerce and holds a degree in Masters of Professional Accounting, Monash University, Australia.
Date of Joining the Board of Director of the Company	Initial Appointment as Director on January 27, 2012. Appointment as Whole- Time Director on December 04, 2017
Number of Shares held in the Company	6,69,000
Names of listed entities in which the person also holds the directorship and the membership of Committees of the board	Nil
Other Chairmanship / Membership of Committees of Board of other Companies	Nil
Specific Functional Area	Marketing and administration of the affairs of the Company.
Relationship with Directors / inter-se KMP	Mr. Saumil Bharat Chokshi is the brother of Mr. Shalin Bharat Chokshi.
Experience	Mr. Shalin Bharat Chokshi, aged 35 Years, is the Promoter and Whole- Time Director of our Company. He is a graduate in commerce and holds a degree in Masters of Professional Accounting, Monash University, Australia. He has 7 years of experience in sales and international

	business. He has worked with Companies like B Chokshi Chem Private Limited, where he was responsible for developing new clients as well as suppliers. He has been instrumental in identifying new suppliers to strategically improve the Company supply chain. He has been pivotal in bringing new international raw material suppliers to the Company which has proved to be highly cost beneficial to the company. At the same time he has identified key consumers for Company's products in the International market. He closely monitors Company affairs and its functions.
Terms and Conditions of appointment	Tenure of 5 years as a Whole Time Director.
Remuneration sought to be paid and last drawn	Rs. 1.00 lacs per month plus leave encashment plus annual increment as per the policy and as per the agreement entered at the time of appointment.
Number of meeting of Board of Directors attended during the year	8

FOR & ON BEHALF OF THE BOARD OF
ARVEE LABORATORIES (INDIA) LIMITED

Place: Ahmedabad
Dated: 10th July, 2019

-  Sd/-
DIRECTOR
Shalin Sudhakarbhai Patel

Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 in respect of item No. 3 is as under:

The Board on the recommendation of the Audit Committee has approved the appointment of M/s. P.H. Desai & Co. Cost Auditors at remuneration of Rs. 25,000/- to conduct the audit of the cost records of the Company for the financial year ending March 31, 2020. In accordance with the provisions of the Sec 148 of the Act read with the Companies (Audit & Auditors) Rules, 2014, the Board recommends the approval for appointment and remuneration payable to the Cost Auditors. The Directors recommends the resolution for members' approval as an Ordinary Resolution.

None of the Directors, Key Managerial Personnel or their relatives are in any way concerned or interested, financially or otherwise in this resolution.

ARVEE LABORATORIES (INDIA) LIMITED

Registered Office: 49/3-B, Shyamal Row Houses, Nr. Shyamal Cross Roads, Satellite,

Ahmedabad - 380 015, Gujarat, India

Telephone: +91-79-26749036/37/38 Fax No. +91-79-26742600

Email: compliance@arveelabs.com, www.arveelabs.com

CIN: L24231GJ2012PLC068778

ATTENDANCE SLIP

8th Annual General Meeting

I hereby record my presence at the 8th Annual General Meeting of the members of the Company held at Ahmedabad Management Association, Torrent-AMA Management Centre, Core-AMA Management House, ATIRA Campus, AMA Complex, Dr. V S Marg, Vastrapur, Ahmedabad 380 015 at 10.00 a.m. on **Thursday, 8th August, 2019**

Full Name of the Member (in BLOCK LETTERS)

Regd. Folio No. _____
held _____

No. of Shares

DP ID No. _____
No. _____

Client ID

Full name of the Proxy (in BLOCK LETTERS)

Member's / Proxy's Signature

PROXY FORM

[Pursuant to Section 105(6) of the Companies Act, 2013 read with Rule 19(3) of the companies (Management and Administration) Rules, 2014]

ARVEE LABORATORIES (INDIA) LIMITED

Registered Office: 49/3-B, Shyamal Row Houses, Nr. Shyamal Cross Roads, Satellite,
Ahmedabad - 380 015, Gujarat, India
Telephone: +91-79-26749036/37/38 Fax No. +91-79-26742600
Email: compliance@arveelabs.com, www.arveelabs.com
CIN: L24231GJ2012PLC068778

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 above named Company hereby appoint:

(1) Name: _____

Address: _____

E-mail Id: _____ or failing him;

(2) Name: _____

Address: _____

E-mail Id: _____ or failing him;

(3) Name: _____

Address: _____

E-mail Id: _____ or failing him;

as my/our proxy to attend and vote (on a poll) for me /us and on my/our behalf at the 8th Annual General Meeting of the Company to be held at Ahmedabad Management Association, Torrent-AMA Management Centre, Core-AMA Management House, ATIRA Campus, AMA Complex, Dr. V S Marg, Vastrapur, Ahmedabad 380 015 at 10.00 a.m. on Thursday, 8th August, 2019 and at any adjournment thereof in respect of such resolution as are indicate below:

Resolution No	Particulars of Resolution	Voting	
		For	Against
	ORDINARY BUSINESS		
1	To receive, Consider and adopt the audited Balance Sheet as at 31 st March, 2019 and Statement of Profit & Loss Account and Cash Flow Statement for the year ended on 31 st March, 2019 and the Reports of the Board of Directors and Auditors thereon.		
2	To appoint a Director in place of Mr. Shalin Bharatbhai Chokshi who retires by rotation and being eligible seeks re-appointment.		
	SPECIAL BUSINESS		
3	Ratification of Cost Auditor i.e. P.H. Desai & Co.		

Signed this _____ day of _____ 2019

Signature of the member

Signature of proxy holder

Affix Revenue
Stamp

Notes:

1. This form, in order to be effective, should be duly stamped, completed, signed and deposited at the registered office of the Company, not less than 48 hours before the Annual General Meeting.
2. It is optional to indicate your preference. If you leave the 'for', or 'against' column blank against any or all of the resolutions, your proxy will be entitled to vote in the manner as he/she may deem appropriate.

Google Maps AMA Ahmedabad

