

## NOTICE

**NOTICE** is hereby given that the **SEVENTH ANNUAL GENERAL MEETING (AGM)** of the members of **ESPRESSO FINANCIAL SERVICES PRIVATE LIMITED** (*Formerly known as Sharekhan Comtrade Private Limited*) will be held on **Wednesday, September 28, 2022** at **1:00 p.m.** through video conferencing (VC) or other audio visual means (OAVM) to transact the following business:

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### **ORDINARY BUSINESS:**

1. To receive, consider and adopt the Audited Financial Statement of the Company for the financial year ended 31<sup>st</sup> March, 2022 and the Balance Sheet as on that date, together with the Reports of the Board of Directors and Auditors thereon.
2. To appoint a Director in place of Mr. Stefan Groening (DIN: 07657587), who retires by rotation and, being eligible, offers himself for re-appointment.

**By Order of Board of Directors of**  
**ESPRESSO FINANCIAL SERVICES PRIVATE LIMITED**  
(Formerly known as Sharekhan Comtrade Private Limited)

*Sd/-*

**Jigar Pandit**

*Director*

DIN: 07325170

**Address: - 302, E-18/B, Yogi Guru Kripa CHS,**  
Yogi Nagar, Eksar Road,  
Borivali-West, Mumbai – 400 091

Date: May 23, 2022  
Place: Mumbai

### **Registered Office:**

The Ruby, 18<sup>th</sup> Floor, 29 Senapati Bapat Marg,  
Dadar (West), Mumbai – 400 028,  
Maharashtra, INDIA

CIN: U65100MH2015PTC269036

Tel No: 022 - 6750 2000; Fax: 022 – 2432 7343

Website: [www.myespresso.com](http://www.myespresso.com) Email: [companysecretarial@sharekhan.com](mailto:companysecretarial@sharekhan.com)

## NOTES:

1. In view of the ongoing COVID-19 pandemic and social distancing norms to be followed and its continuing catastrophe, the Government of India, Ministry of Corporate Affairs ('MCA') permitted conducting Annual General Meeting ("AGM") through VC/OAVM and dispensed the personal presence of the Shareholders at the meeting. Accordingly, the MCA vide its General Circular No. 2/2022 dated 05<sup>th</sup> May, 2022, General Circular No. No. 02/2021 dated January 13, 2021, No. 21/2021 dated December 14, 2021, General Circular No. 14/2020 dated 08<sup>th</sup> April, 2020, General Circular No. 17/2020 dated 13<sup>th</sup> April, 2020, General Circular No. 22/2020 dated 15<sup>th</sup> June, 2020, General Circular No. 33/2020 dated 28<sup>th</sup> September, 2020, General Circular No. 39/2020 dated 31<sup>st</sup> December, 2020 and General Circular No. 20/2020 dated 05<sup>th</sup> May, 2020 (*collectively referred to as 'MCA Circulars'*) has permitted and prescribed the procedures and manner of conducting the AGM through Video Conferencing ("VC") / or Other Audio Visual Means ("OAVM") (*facility without the physical presence of the Shareholders at a common venue*). In compliance with the provisions of the Companies Act, 2013 read with MCA Circulars, the AGM of the Shareholders will be held through VC/OAVM. Hence, Shareholders can attend and participate in the AGM through VC/OAVM only. The deemed venue for the 7<sup>th</sup> AGM shall be the Registered Office of the Company.
2. Pursuant to the Circular No. 14/2020 dated 08<sup>th</sup> April, 2020, issued by the Ministry of Corporate Affairs, the facility to appoint proxy to attend and cast vote for the Shareholders is not available for this AGM being held through VC / OAVM and therefore, the Proxy Form and Attendance Slip including Route Map are not annexed to this Notice.
3. Corporate members intending to send their authorized representatives to attend the Meeting pursuant to Section 113 of the Companies Act, 2013 are requested to send to the Company a certified scanned copy (PDF/JPG Format) of the Board Resolution/Power of Attorney authorizing their representatives to attend and vote on their behalf at the meeting.
4. The attendance of the Shareholders attending the AGM through VC/OAVM will be counted for the purpose of ascertaining the quorum under Section 103 of the Companies Act, 2013.
5. Members attending the Annual General Meeting (AGM) of the Company are requested to confirm their attendance along with the location during the meeting through video conferencing.
6. Explanatory Statement setting out the material facts pursuant to Section 102 of the Companies Act, 2013, concerning the special business in the Notice of this Annual General Meeting is annexed hereto and forms part of this report.
7. Statement giving details of the Directors seeking appointment/ re-appointment is also annexed with this Notice pursuant to the requirement of Secretarial Standards on General Meeting ("SS-2").
8. The notice of AGM is being sent only through electronic mode to those Members whose email addresses are registered with the Company. Members may note that the AGM will also be available on the Company's website [www.myespresso.com](http://www.myespresso.com)
9. 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 Annual General Meeting to enable the management to compile the relevant information to reply the same in the meeting.
10. Pursuant to General Circular No. 20/2020 dated May 5, 2020, the members can attend the meeting through video conferencing and the link for video conferencing of the said meeting will be circulated to the members separately.

## Instructions for members for attending the AGM through VC / OAVM are as under:

- a. Member will be provided with a facility to attend the AGM through VC/OAVM through personal system. Members may access the same at Webex portal. The link for VC/OAVM will be shared by the company via email.
- b. Members are encouraged to join the Meeting through Laptops for better experience.
- c. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
- d. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
- e. Shareholders who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, email id, mobile number at [companysecretarial@sharekhan.com](mailto:companysecretarial@sharekhan.com). The same will be replied by the Company suitably.