



**NOTICE** is hereby given that the **Twenty Fourth Annual General Meeting (“24<sup>th</sup> AGM”)** of the Members of **Infina Finance Private Limited** will be held on **Friday, August 7, 2020 at 11.00 a.m.** Indian Standard Time (IST) through Video-Conferencing/Other Audio-Visual Means (“VC/OAVM”) Facility to transact the following business:

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**ORDINARY BUSINESS:**

1. To receive, consider and adopt the Audited Financial Statements for the Financial Year ended March 31, 2020 together with the Reports of Board of Directors and Auditors thereon.

**NOTES:**

1. In view of the outbreak of the COVID-19 pandemic and pursuant to General Circular Nos.14/2020, 17/2020 and 20/2020 dated April 8, 2020; April 13, 2020 and May 5, 2020 respectively issued by the Ministry of Corporate Affairs (“MCA Circulars”), the 24<sup>th</sup> AGM of the Company is being conducted through VC/OAVM Facility, which does not require physical presence of members at a common venue. The deemed venue for the 24<sup>th</sup> AGM shall be the Registered Office of the Company.
2. In terms of the MCA Circulars since the physical attendance of Members has been dispensed with, there is no requirement of appointment of proxies. Accordingly, the facility of appointment of proxies by Members under Section 105 of the Companies Act, 2013 will not be available for the 24<sup>th</sup> AGM.
3. However, in pursuance of Section 113 of the Companies Act, 2013, Representatives of the Members may be appointed for the purpose of participation in the 24<sup>th</sup> AGM through VC/OAVM Facility and voting thereat.
4. In case Poll is demanded as per the provisions of Section 109 of the Companies Act, 2013 on Resolution(s), the Members shall vote by stating their Assent or Dissent in **BOLD and CAPITAL LETTERS** through an Email to Company’s email id i.e. [amatya.mahajan@infina.in](mailto:amatya.mahajan@infina.in) within 48 Hours from the demand of the Poll. Since the Meeting is being conducted through the VC/OAVM Facility, the Polling Paper as prescribed under Form SH-12 of the Rule 21 of the Companies(Management and Administration) Rules, 2014 will not be made available.
5. The link for VC/OAVM Facility through which 24<sup>th</sup> AGM will be conducted, being two-way teleconferencing or webex will be shared with you in an electronic communication being sent along with the Notice of 24<sup>th</sup> AGM.
6. In line with the MCA Circulars, the Notice of the 24<sup>th</sup> AGM will be made available on the website of the Company at [www.infina.co.in](http://www.infina.co.in).
7. Since the 24<sup>th</sup> AGM will be held through VC/OAVM Facility, the Route Map is not annexed in this Notice.

**INFINA Finance Private Ltd.**

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8. Members may join the 24<sup>th</sup> AGM through VC/OAVM Facility which shall be kept open for the Members from 10:30 a.m. IST i.e. 30 minutes before the time scheduled to start the 24<sup>th</sup> AGM and will be closed for joining the VC/OAVM Facility 30 minutes after the scheduled time to start the 24<sup>th</sup> AGM.
9. Attendance of the Members participating in the 24<sup>th</sup> AGM through VC/OAVM Facility shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
10. Further, Members will be required to use Internet with a good speed to avoid any disturbance during the meeting. Please note that Members connecting from mobile devices or tablets or through laptops etc. 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.
11. In case of queries, if any, Members may write to Company Secretary at [info@infina.in](mailto:info@infina.in).

**By Order of the Board of Directors  
For Infina Finance Private Limited**

**Place: Mumbai  
Date July 23, 2020**

**Amatya Mahajan  
Company Secretary  
Membership No.: A24661**