



## TWENTYFIRST CENTURY MANAGEMENT SERVICES LIMITED

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CIN: L74210TN1986PLC012791

### NOTICE OF THE 33RD AGM – E-VOTING AT THE AGM & BOOK CLOSURE

Notice is hereby given that the 33rd Annual General Meeting (AGM) of the Company will be held on Monday, 15th July 2019 at 4.00 p. m. at Asha Nivas, No. 9, Rutland Gate 5th Street, Chennai - 600 006 to transact ordinary and special businesses as contained in the Notice of the 33rd AGM.

Notice is further given that, pursuant to the provisions of Section 91 of the Companies Act, 2013, the Register of Members and Share Transfer books of the Company will remain closed from Saturday, 6th July 2019 to Monday, 15th July 2019 (both days inclusive) for the purpose of Annual General Meeting.

The 33rd Annual Report and the Notice of the 33rd Annual General Meeting (AGM) of the Company alongwith the Attendance Slip and Proxy Form has been posted / emailed to the Members of the Company at their respective addresses/email IDs registered with the Depositories / Registrars. Members who have requested through any specific mode have been served in the said mode. These documents can also be downloaded from <https://instavote.linkintime.co.in> or [www.tcms.bz](http://www.tcms.bz).

In compliance with Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Section 108 of the Companies Act, 2013, read with Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company is providing its members, facilities for remote e-voting. Members holding shares either in physical form or dematerialised form, as on the cut-off date of 8th July 2019, may cast their vote electronically on the businesses set forth in the Notice of 33rd AGM through the electronic voting system on Link Intime India Private Limited (LI IPL), from a place other than the place of venue of the AGM (remote e-voting).

All the members are informed that:

- I. The businesses as set forth in the Notice of 33rd AGM may be transacted through e-voting
- II. The remote e-voting shall commence on 12th July 2019 (9.00 a.m.)
- III. The remote e-voting shall end on 14th July 2019 (5.00 p.m.).
- IV. The cut-off date for determining the eligibility for e-voting is Thursday, the 8th July 2019. Any person, who acquires shares of the company and becomes member of the company after the dispatch of Notice and holding shares as of the cut-off date i.e., Monday, the 8th July 2019 may obtain login ID and password by sending an email to <https://instavote.linkintime.co.in>. However if a person is already registered with LI IPL for remote e-voting, then existing user ID and password can be used for casting vote.
- V. Members eligible to vote may note that:
  - a) The remote e-voting module shall be disabled by LI IPL after 5.00 p.m. on Sunday, the 14th July 2019 and once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently;
  - b) The facility for voting through polling paper shall be made available at the AGM;
  - c) The members who have cast their votes by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their voted again; and
  - d) 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 or voting at the AGM through poll.
- VI. The company has appointed Ms. Lakshmi Subramanian, Senior Partner, M/s Lakshmi Subramanian & Associates, Practising Company Secretaries, having office at "Murugesha Naicker Complex, No.81, Greams Road, Chennai-600006 as the scrutinizer to scrutinise the e-voting process and poll at AGM in a fair and transparent manner.  
**In case of queries, members may refer to the Frequently Asked Questions (FAQ's) for members and e-voting manual for members at the downloads section of <https://instavote.linkintime.co.in> or contact LI IPL at Tel: 022 – 49186000 or send email to [enotices@linkintime.co.in](mailto:enotices@linkintime.co.in).**

VII. Any member entitled to attend and vote at the 33rd Annual General Meeting (AGM) may appoint a proxy to attend and vote instead of himself. The proxy need not be a member of the company. The instrument appointing proxy (duly completed, stamped and signed) in order to be effective must be deposited at the registered office of the company not less than 48 hours before the commencement of the 33rd Annual General Meeting of the company. A person can act as a proxy on behalf of the members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the company carrying voting rights. A member holding more than ten percent of the total share capital of the company carrying voting rights may appoint a single person as proxy and such person shall not act as proxy for any other person or shareholder.

Place: Mumbai  
Date: 18th June 2019

By Order of the Board  
**A.V.M.Sundaram**  
Company Secretary