

VARUN MERCANTILE LIMITED

CIN: L51909MH1985PLC321068

Regd. Office: 147, 14th Floor, Atlanta, Nariman Point, Mumbai - 400021

Tel: 22800131 • Website: www.vml.org.in

NOTICE OF ANNUAL GENERAL MEETING AND E-VOTING INFORMATION

NOTICE is hereby given that the 38th Annual General Meeting ("the Meeting") of the Members of the Company will be held on Friday, the 29th day of September, 2023 at 10:30 a.m. at the Registered Office of the Company.

Notice of the Meeting setting out the business to be transacted thereat together with the Annual Report, inter-alia, including the Audited Financial Statement for the year ended 31st March, 2023, Auditors' Report, Directors' Report, Attendance Slip and Proxy Form has been sent electronically those Members who have registered their e-mail addresses. The Company has completed the sending of e-mails to the Members on Tuesday, 5th September, 2023.

Members are hereby informed that the Notice of the Meeting and the aforesaid documents are available on the Company's website (www.vml.org.in) and copies of the said documents are also available for inspection at the Registered Office of the Company on all working days, (i.e. except Saturdays, Sundays and Public Holidays) during business hours upto the date of the Meeting. However, a Member who wishes to receive a physical copy of the aforesaid documents may send an e-mail to evoting.varun@kfintech.com quoting his Folio No./Client ID. Alternatively, the Member may send his request by a letter addressed to KFin Technologies Limited ("KFinTech"), the Share Transfer Agent of the Company at the address given at the end of this Notice.

A Member entitled to attend and vote at the Meeting is entitled to appoint a Proxy to attend and vote on poll instead of himself and the Proxy need not be a Member of the Company. The instrument appointing Proxy to be valid should be deposited at the Registered Office of the Company not less than 48 hours before the commencement of the Meeting.

Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended, and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is providing its Members e-voting facility to exercise their right to vote on resolutions proposed to be passed in the Meeting by electronic means. Members may cast their votes using an electronic voting system from a place other than the venue of the Meeting ("remote e-voting").

The Company has engaged the services of KFinTech as the Agency to provide e-voting facility. The communication setting out the procedure for remote e-voting, inter-alia, containing user ID and password along with a copy of the Notice convening the Meeting has been dispatched to the Members. This communication and the Notice of the Meeting are available on the website of the Company at www.vml.org.in and on the website of KFinTech at <https://evoting.kfintech.com>.

The remote e-voting facility shall commence on 25th September, 2023 from 9:00 a.m. (IST) and end on 28th September, 2023 at 5:00 p.m. (IST). The remote e-voting shall not be allowed beyond the end date and time. Once the vote on a resolution is cast by the Member, the same cannot be changed subsequently.

A person, whose name appears in the register of Members/Beneficial Owners as on the cut-off date i.e. 22nd September, 2023 only shall be entitled to avail the facility of remote e-voting as well as voting at the Meeting. The voting rights of Members shall be in proportion to their share in the paid-up Equity Share Capital of the Company as on the cut-off date.

Any person who becomes Member of the Company after dispatch of the Notice of the Meeting and holding shares as of the cut-off date i.e. 22nd September, 2023, may obtain the User ID and password by sending a request at evoting.varun@kfintech.com. The detailed procedure for obtaining User ID and password is also provided in the Notice of the Meeting which is available on the Company's website and KFinTech's website. If the Member is already registered with KFinTech for e-voting, he can use his existing User ID and password for casting the vote through remote e-voting.

The Members who have cast their vote by remote e-voting may attend the Meeting but shall not be entitled to cast their vote again.

The facility for voting through electronic voting system ("Insta Poll") shall be made available at the Meeting and the Members attending the Meeting who have not cast their vote by remote e-voting shall be able to vote at the Meeting through Insta Poll. The Company has opted to provide the same electronic voting system of KFinTech at the Meeting, as used during remote e-voting and the said facility shall be in operation till all the resolutions are considered and voted upon at the Meeting.

In case of any query pertaining to e-voting, please visit Help and FAQ's section available at KFinTech's website.

In case of any queries/grievances relating to voting by electronic means, the Members/Beneficial Owners may contact at the following address:

Shri V. Balakrishnan, Vice President, KFin Technologies Limited, Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad-500 032; e-mail: evoting.varun@kfintech.com.

NOTICE is further given that pursuant to Section 91 of the Companies Act, 2013 and Regulation 42 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Register of Members and Share Transfer Books of the Company will be closed from 18th September, 2023 to 21st September, 2023 (both days inclusive).

By Order of the Board
Sd/-

Yogesh S. Kadam
Company Secretary

Place : Mumbai
Dated : 05.09.2023