

**Parag Parikh Financial Advisory Services Private Limited****CIN:** U67190MH1992PTC068970**Regd. & Corp. Off.:** 81/82, 8th Floor, Sakhar Bhavan, Ramnath Goenka Marg,  
230, Nariman Point, Mumbai - 400 021.**Tel:** 91 22 6140 6555 **Fax:** 91 22 6140 6590**E:** email@ppfas.com **Web:** www.ppfas.com

---

**NOTICE**

NOTICE is hereby given that the **28th Annual General Meeting** of the members of Parag Parikh Financial Advisory Services Private Limited will be held on **Wednesday, 30<sup>th</sup> September, 2020 at 2.00 p.m.** through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") to transact the following businesses:

**ORDINARY BUSINESS:****1. ADOPTION OF FINANCIAL STATEMENTS:**

To receive, consider and adopt:

- (a) The Audited financial statements of the Company for the financial year ended 31st March, 2020 together with the reports of the Board of Directors and Auditors thereon and
- (b) The Audited Consolidated financial statements of the Company for the financial year ended 31st March, 2020 and report of Auditors thereon.

By order of the Board of Directors of  
**Parag Parikh Financial Advisory Services Private Limited**

Place: Mumbai

Date: 14<sup>th</sup> August, 2020

Sd/-  
**Neil Parikh**  
Director  
(DIN- 00080269)

Sd/-  
**Sahil Parikh**  
Director  
(DIN- 00079898)

**Notes:**

1. In view of the continuing Covid-19 pandemic, the Ministry of Corporate Affairs (“MCA”) has vide its Circular dated May 5, 2020 read with circulars dated April 8, 2020 and April 13, 2020 (collectively referred to as “MCA Circulars”) permitted the holding of the Annual General Meeting (“AGM”) through VC / OAVM, without the physical presence of the Members at a common venue. Due to non-availability of public transport for general public in the city where the Registered office of the Company is situated (Mumbai), it is decided that the AGM of the Company will be held through VC / OAVM in compliance with the provisions of the Companies Act, 2013 (“Act”) so as to facilitate wider reach/connectivity and for the convenience of the Members.
2. **Proxy:** Pursuant to the provisions of the Act, a Member entitled to attend and vote at the AGM is entitled to appoint a proxy to attend and vote on his/her behalf and the proxy need not be a Member of the Company. Since this AGM is being held pursuant to the MCA Circulars through VC / OAVM, physical attendance of Members has been dispensed with. Accordingly, the facility for appointment of proxies by the Members will not be available for the AGM and hence the Proxy Form and Attendance Slip are not annexed to this Notice.
3. **Corporate Members:** Corporate Members are required to send a scanned copy (PDF/JPG Format) of its Board Resolution authorizing its representative to attend the AGM through VC / OAVM on its behalf. The said Resolution/Authorization shall be sent to the Company at email@ppfas.com through its registered email address.
4. **Ratification of appointment of auditors:** At the 25th Annual General Meeting of the Company, held on 28th August, 2017, the members approved appointment of M/s. CVK & Associates, Chartered Accountants (having Firm’s Registration Number: 101745W) as Statutory Auditors of the Company to hold office for a period of five years from the conclusion of that Annual General Meeting till the conclusion of the 30th Annual General Meeting to be held in the year 2022, subject to ratification of their appointment by members at every Annual General Meeting. Vide notification dated 7th May, 2018, the Ministry of Corporate Affairs has done away with the requirement of seeking ratification of members for appointment of auditors at every Annual General Meeting. Accordingly, no resolution is being proposed for ratification of appointment of statutory auditors at the 28th Annual General Meeting.
5. **Inspection of Records:** Members seeking any information with regard to the any matter to be placed at the AGM or inspection of any of the supporting documents through electronic mode, are requested to write to the Company at email@ppfas.com before the date of the AGM. The same will be replied by the Company suitably.

For ease of conduct, members who would like to ask questions may send their questions in advance atleast (7) days before AGM mentioning their name, folio number, email id, mobile number at email@ppfas.com and register themselves as a speaker. Those

Members who have registered themselves as a speaker will only be allowed to express their views/ask questions during the AGM.

- 6. Voting:** In case of Joint holders attending the Meeting, only such joint holder who is higher in the order of names shall be entitled to vote.

The Members can convey their vote through their registered email address to email@ppfas.com if there is a demand for voting by poll in terms of Section 109 of the Companies Act, 2013.

- 7. Green initiative:** In compliance with the aforesaid MCA Circulars, the Notice of the AGM is being sent only through electronic mode to those Members whose email addresses are registered with the Company. Members may also note that the Notice of the Annual General Meeting will be available on the Company's website www.ppfas.com. Pursuant to Rule 18(3) of the Companies (Management and Administration) Rules, 2014 of the Companies Act, 2013, those Members who are desirous to receive the Notice of the Meeting and service of other documents through electronic mode are requested to register their email address with the Company.

- 8. Quorum:** Members attending the AGM through VC / OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.

- 9. Nomination:** Pursuant to the Section 72 of Companies Act, 2013, every holder of shares of the Company, may at any time nominate in the prescribed manner, a person to whom his / her shares in the Company shall vest in the event of his / her death. Members are advised to avail this facility and fill the prescribed Nomination Form and forward the same to the Company.

- 10. Unclaimed Dividend:** Members are requested to note that dividends that are not claimed within 7 years from the date of transfer to the Company's Unpaid Dividend Account, will, as per Section 124 of the Companies Act, 2013, be transferred to the Investor Education and Protection Fund (IEPF). The said transfer to IEPF would be made on 7<sup>th</sup> November, 2020. Members wishing to claim dividends that remained unclaimed are requested to correspond with the Company through email@ppfas.com before the said transfer.

Further pursuant to the provisions of Investor Education and Protection Fund Authority (Accounting, Audit, Transfer and Refund) Rules, 2016 ("IEPFA Rules") the Company has uploaded the details of Unpaid / Unclaimed dividend amounts lying with the Company as on 30<sup>th</sup> September, 2019 (date of last AGM) on the website of the Company viz. www.ppfas.com and also on the website of the Ministry of Corporate Affairs.

- 11. Route Map:** Since the AGM will be held through VC / OAVM, the Route Map is not annexed in this Notice.

**B. INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC / OAVM ARE AS UNDER:**

1. Members will be able to attend the AGM through Video conferencing by using 'Google Meet'. The link to the meeting would be shared to the members having a registered email address in the records of the Company.
2. Members who have not registered their email address with the Company and are desirous of receiving the notice of the AGM for participation and voting at the meeting are required to send a request mentioning their Full Name, Folio number and contact details on email@ppfas.com by Tuesday, 29<sup>th</sup> September, 2020. The link for attending the meeting through VC / OAVM would be shared with the member after the said registration.
3. The members having an existing google account can join the meeting after clicking on the link shared. The members that are not google accounts holders would be required to enter their Full Name when prompted to and then click on 'Ask to join'. The member would then be granted access to join the meeting.
4. The Members can join the AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned above.
5. 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.
6. The helpline number for joining the Meeting through Electronic Mode will be provided in along with the Notice of the AGM which will be sent to all Members having registered email addresses.

By order of the Board of Directors of  
**Parag Parikh Financial Advisory Services Private Limited**

Place: Mumbai  
Date: 14<sup>th</sup> August, 2020

Sd/-  
**Neil Parikh**  
Director  
(DIN- 00080269)

Sd/-  
**Sahil Parikh**  
Director  
(DIN- 00079898)