



**ACCORD SYNERGY LIMITED**

## **NOTICE**

NOTICE is hereby given that the Fifth (05<sup>th</sup>) Annual General Meeting of ACCORD SYNERGY LIMITED (the Company) will be held on Monday, the 30<sup>th</sup> day of September, 2019 at 12:00 Noon at Registered Office of the Company situated at 302, Shine Plaza, Near Natubhai Circle, Race Course, Vadodara - 390 007 in the State of Gujarat to transact the following business:

### **ORDINARY BUSINESS:**

1. To receive and adopt the Audited Financial Statements of the Company for the financial year ended 31<sup>st</sup> March, 2019 together with the reports of the Board of Directors and Auditors' thereon.
2. To appoint a Director in place of Mrs. Roli B. Khan (DIN: 02243511), who retires by rotation and being eligible, offers herself for re-appointment.

**For and on behalf of the Board**

**Place: Vadodara**

**Date: 26<sup>th</sup> August, 2019**

**Chairman  
Asdullakhan Pathan  
DIN - 0195438**

### **NOTES**

1. Register of members and Share Transfer Books of the Company will remain closed from Tuesday, September 24<sup>th</sup>, 2019 to Monday, September 30<sup>th</sup>, 2018 (both days inclusive) for annual closing.
2. A MEMBER ENTITLED TO ATTEND AND VOTE IS ALSO ENTITLED TO APPOINT PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF/HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. PROXY IN ORDER TO BE EFFECTIVE MUST BE RECEIVED BY THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE COMMENCEMENT OF THE MEETING. A person can act as proxy on behalf of members not exceeding fifty (50) and holding in the aggregate not more than ten percent of the total share capital of the Company.
3. Members who hold shares in de-materialized form are requested to write their Client ID and DP ID Number and those who hold shares in physical form are requested to write their Folio Number in the attendance slip for attending the meeting.
4. In terms of Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, details of director retiring by rotation at the ensuing annual general meeting is given in annexure to this notice.
5. Members desirous of making a nomination in respect of their shareholding, as permitted under Section 72 of the Companies Act, 2013, are requested to submit the prescribed Form SH 13 (Nomination Form) & Form SH 14 Cancellation or Variation of Nomination, accordingly to the Secretarial Department of the Company or to the office of the Registrar



## ACCORD SYNERGY LIMITED

& Share Transfer Agent, The said forms can be downloaded from the Company's website [www.accordsynergy.com](http://www.accordsynergy.com) under the section "Investor Relation".

6. In respect of shares held in electronic/demat form, beneficial owners are requested to notify any change in their address, bank account, mandate, etc. to their respective Depository Participant.
7. Members/Proxies/Representatives are requested to bring the attendance slip enclosed to the annual report /notice for attending the meeting.
8. Members are requested to intimate the Company of queries, if any, regarding the accounts / notice at least ten days before the Annual General Meeting to enable the Management to keep the information ready at the meeting.
9. All documents referred to in the accompanying Notice and Explanatory Statement shall be open for inspection at the registered office of the Company during normal business hours (9.30 a.m. to 5.00 p.m.) and all working days except Sundays, upto and including the date of Annual General Meeting of the Company.
10. Members are requested to register/ update email address for receiving electronic communication.
11. **Voting through electronic means:**

In compliance with the provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company is pleased to provide members facility to exercise their rights to vote at the 05<sup>th</sup> Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services provided by National Securities Depository Limited (NSDL).

Pursuant to the provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide its members the facility to exercise their right to vote by electronic means. The facility of casting votes using an electronic voting system from a place other than the AGM venue ('remote e-voting') will be provided to the members by National Securities Depository Limited (NSDL).

The Company is providing facility for voting by electronic means and the business may be transacted through such electronic voting. The facility for voting through ballot paper shall also be made available at the meeting and members attending the meeting who have not already cast their vote by remote e-voting shall be able to exercise their right at the meeting. The members who have cast their vote by remote e-voting prior to the meeting may also attend the meeting but shall not be entitled to cast their vote again.

The Chairman of the Company will declare the voting results based on the scrutinizer's report received on e-voting and voting at the meeting. The e-voting results along with the scrutinizer's report will be displayed on the (i) Company's website [www.accordsynergy.com](http://www.accordsynergy.com) (ii) NSDL website <https://www.evoting.nsdl.com/> and (iii) Stock Exchanges website <https://www.nseindia.com/>.



The instructions for shareholders voting electronically are as under:

**Step 1 : Log-in to NSDL e-Voting system at <https://www.evoting.nsdl.com/>**

**Step 2 : Cast your vote electronically on NSDL e-Voting system.**

**Details on Step 1 is mentioned below:**

**How to Log-into NSDL e-Voting website?**

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholders’ section.
3. A new screen will open. You will have to enter your User ID, your Password and a Verification Code as shown on the screen.

*Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically. You can use the Mobile App of NSDL.*

4. Your User ID details are given below :

<b>Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical</b>	<b>Your User ID is:</b>
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID  For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID  For example if your Beneficiary ID is 12***** then your user ID is 12*****



c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company  For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***
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5. Your password details are given below:

- a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
- b) If you are using NSDL e-Voting system for the first time, request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) mentioning your demat account number/folio number, your PAN, your name and your registered address or you may call at our helpdesk at 1800-222-990.

6. If you are unable to retrieve or have forgotten your password:

- a) Click on “[Forgot User Details/Password?](#)”(If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
- b) [Physical User Reset Password?](#)” (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
- c) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) mentioning your demat account number/folio number, your PAN, your name and your registered address.

7. After entering your password, tick on Agree to “Terms and Conditions” by selecting on the check box.

8. Now, you will have to click on “Login” button.

9. After you click on the “Login” button, Home page of e-Voting will open.

**Details on Step 2 is given below:**

**How to cast your vote electronically on NSDL e-Voting system?**

- 1. After successful login at Step 1, you will be able to see the Home page of e-Voting. Click on e-Voting. Then, click on Active Voting Cycles.
- 2. After click on Active Voting Cycles, you will be able to see all the companies “EVEN” in which you are holding shares and whose voting cycle is in active status.



3. Select “EVEN” of company for which you wish to cast your vote.
4. Now you are ready for e-Voting as the Voting page opens.
5. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on “Submit” and also “Confirm” when prompted.
6. Upon confirmation, the message “Vote cast successfully” will be displayed.
7. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
8. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

#### **General Guidelines for shareholders**

- 1 Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to [kashyap.cs@gmail.com](mailto:kashyap.cs@gmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the “[Forgot User Details/Password?](#)” or “[Physical User Reset Password?](#)” option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800-222-990 or send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in)

**For and on behalf of the Board**

**Place: Vadodara  
Date: 26<sup>th</sup> August, 2019**

**Chairman  
Asdullakhan Pathan  
DIN - 0195438**



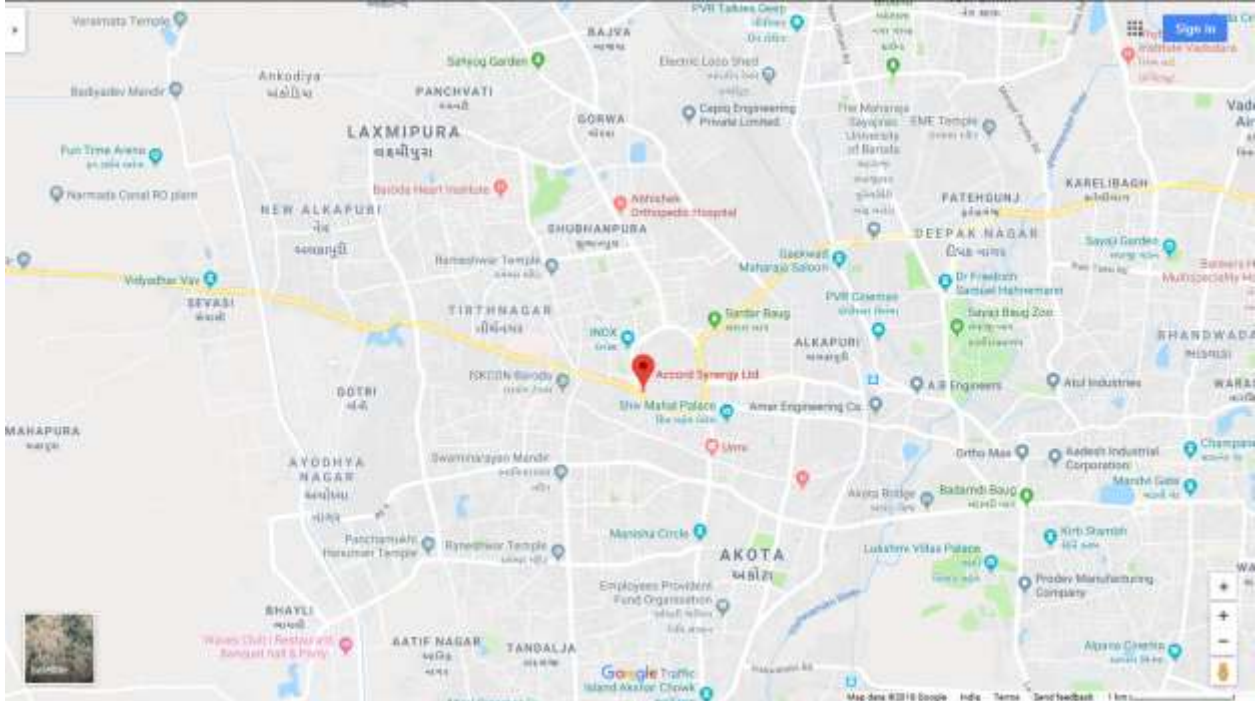
**ACCORD SYNERGY LIMITED**

**Annexure: Details of Directors seeking re-appointment at the forthcoming Annual General Meeting**

(PURSUANT TO REGULATION 36(3) of THE SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015)

Name of Director	Roli Betulla Khan
Date of Birth	24/07/1978
Date of Appointment	19/06/2014
Expertise in Specific Functional Area	Management and Administration
Qualifications	Bachelor of Science
Directorship in other public limited companies	Nil
Other positions	Nil
Membership of committees in other public limited companies	Nil
Inter relationship	Promoter
Shares held in the company	Nil

### Route Map for Venue of Annual General Meeting



Venue of AGM : Regd. Office of the Company, i.e., 302, Shine Plaza, Near Natubhai Circle, Race Course, Vadodra, Gujarat – 390007





**ACCORD SYNERGY LIMITED**

**Form MGT-11  
Proxy form**

[Pursuant to section 105(6) of the Companies Act, 2013 and rule 19(3) of the Companies (Management and Administration) Rules, 2014]

**ACCORD SYNERGY LIMITED**

CIN: U45200GJ2014PLC079847

Regd. Office: 302, Shine Plaza, Natubhai Circle, Race Course

Vadodara- 390007

Ph: +91-0265-2356800

Email:- info@accordsynergy.com

Fax: +91-0265-2356800

Website: www.accordsynergy.com

Name of the Member(s):  
Registered address:  
E-mail ID:  
Folio No/DP ID-Client ID:

I/We being the Member(s), holding \_\_\_\_\_ shares of the above named company, hereby appoint:

1	Name Address Email id	Signature
2	Name Address Email id	Signature
3	Name Address Email id	Signature

as my / our Proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 05<sup>th</sup> Annual General Meeting to be held on Monday, 30<sup>th</sup> September, 2019, at 12:00 Noon at Regd. Office of the Company situated at 302, Shine Plaza, Near Natubhai Circle, Race Course, Vadodara - 390 007 and adjournment thereof in respect of such resolutions as are indicated below:

Ordinary Business:

1. Adoption of Financial Statements for the year ended 31.03.2019.
2. Re-appointment of Mrs. Roli B. Khan who retires by rotation.

In this \_\_\_\_\_ day of \_\_\_\_\_, 2019.

Signature of shareholder: \_\_\_\_\_

Signature of Proxy holder(s): \_\_\_\_\_

Affix  
Revenue  
Stamp of  
Rs.1

Note: This form in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.





ACCORD SYNERGY LIMITED

Form No. MGT-12

**Polling Paper**

[Pursuant to Section 109(5) of the Companies Act, 2013 and rule 21(1)(c) of the Companies (Management and Administration) Rules, 2014]

Name of the Company		ACCORD SYNERGY LIMITED		
Registered Office		CIN: U45200GJ2014PLC079847 302, Shine Plaza, Natubhai Circle, Race Course Vadodara- 390007 Ph: +91-0265-2356800 Email:- info@accordsynergy.com Fax: +91-0265-2356800 Website: www.accordsynergy.com		
Sr.No	Particulars	Details		
1	Name of the First Named Shareholder ( In Block Letter)			
2	Postal Address			
3	Registered Folio No./8 Client ID No. (* Applicable to investors holding shares in dematerialized form)			
4	Class of Share	Equity Shares		
I hereby exercise my vote in respect of Ordinary enumerated below by recording my assent or dissent to the said resolution in the following manner.				
No.	Item No.	No. of shares held by me	I assent to the resolution	I dissent to the resolution
1	<b>Adoption of <u>Financial Statements</u></b> To receive and adopt the Audited Financial Statements of the Company for the financial year ended 31st March, 2019 together with the reports of the Board of Directors and Auditors' thereon. (Ordinary Resolution)			
2	<b>Appointment of <u>Director</u></b> To appoint a Director in place of Mr. Roli B. Khan (DIN: 02243511), who retires by rotation and being eligible, offers herself for re-appointment. (Ordinary Resolution)			
Date:				
Place: Vadodara		(Signature of the Shareholder)		



**ACCORD SYNERGY LIMITED**

**ATTENDANCE SLIP**

**ACCORD SYNERGY LIMITED**

CIN: U45200GJ2014PLC079847

Reg. Office: 302, Shine Plaza, Natubhai Circle, Race Course

Vadodara- 390007

Ph: +91-0265-2356800

Email:- info@accordsynergy.com

Fax: +91-0265-2356800

Website: www.accordsynergy.com

Name of the Member(s):

Registered address:

E-mail ID:

Folio No/DP ID-Client ID:

Number of Shares held:

I/We certify that I am a member / proxy of the Company.

I hereby record my presence at the 05<sup>th</sup> Annual General Meeting of the Company to be held at Regd. Office of the Company situated at 302, Shine Plaza, Near Natubhai Circle, Race Course, Vadodara - 390 007 at 12:00 Noon on Monday, 30<sup>th</sup> day of September, 2019.

\_\_\_\_\_  
Name of the Member / Proxy  
(In Block Letters)

\_\_\_\_\_  
Signature of the Member / Proxy

Note: Please fill this attendance slip and hand it over at the entrance of the meeting hall. Members are requested to bring their copies of Annual report 2018-19 for the meeting.