

RISHI TECHTEX LIMITED

(CIN: L28129MH1984PLC032008)

Registered office: 612 Veena Killedar Industrial Estate, 10/14, Pais St Byculla (W),
Mumbai-400011, Maharashtra.

E-mail Id: info@rishitechtext.com Website: www.rishitechtext.com

Members of the Company are hereby informed that pursuant to 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) Rules, 2015, the Company has on December 17, 2015 completed the dispatch of the notice of the Extra Ordinary General Meeting ("EGM") scheduled to be held on **Saturday, January 09, 2016** at 11.00 am at H. T. Parekh Conference room, 4th Floor, Indian Merchant Chamber, Churchgate, Mumbai- 400020 . The Company is providing the facility of electronic voting or physical ballot at the EGM to its members for seeking their consent for the items as stated in the notice of EGM dated December 11, 2015 ("**Notice**").

1. Members have an option to vote either through electronic means ("**E-voting**") or by way of Physical Ballot Form at the EGM ("**Ballot Form**"). The remote E-voting will commence on January 06, 2016 at 9.00 a.m. and end on January 08, 2016 at 5.00 p.m. Members attending the EGM who have not already casted their vote by remote E-voting shall be able to exercise their right of voting at the EGM by Ballot Form.
2. The Members who have acquired the shares of the Company after the date of dispatch of the Notice shall be eligible for E-voting, by obtaining login id and password by contacting R & T Agents of the Company. The copy of Notice is also available on the website of the Company at www.rishitechtext.com.
3. The remote E-voting shall not be allowed beyond the said date and time as mentioned above in point 1.
4. A Member may participate in the EGM even after exercising his right to vote through remote E-voting but shall not be allowed to vote again in the EGM.
5. Member 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 (i.e. **January 02, 2016**) only shall be eligible and entitled to avail the facility of remote E-voting as well as voting by Ballot Form in the EGM.
6. The Notice of EGM will be available on the website of the Company at www.rishitechtext.com and on the CDSL's website www.evotingindia.com Any member requiring physical copy of the Notice can send a written requisition on the registered office address of the Company situated at 612 Veena Killedar Industrial Estate, 10/14, Pais St Byculla (W), Mumbai-400011, Maharashtra.
7. For the process and manner of E-voting, members may go through the instructions in the Notice of EGM or visit CDSL's website or contact Adroit Corporate Services Private Limited (Registrar & Share Transfer Agents) at the telephone no. 022-42270422 who will address the grievances connected with the electronic voting. or may contact Ms. Nidhi Shah, Company Secretary of the Company at registered office address: 612 Veena Killedar Industrial Estate, 10/14, Pais St Byculla (W), Mumbai-400011, Maharashtra. e-mail: info@rishitechtext.com, contact nos: 022-23075677, 23074585

For Rishi Techtex Limited

Sd/-

Nidhi Shah

Company Secretary

Date: December 17, 2015

Place: Mumbai