

# **J. TAPARIA PROJECTS LTD.**

Regd. Off. : 16, B. R. B. Basu Road, 3rd Floor, Kolkata – 700 001, (West Bengal)

Phone: +91 33 2230 5244

E-mail: [jtaparia2008@gmail.com](mailto:jtaparia2008@gmail.com), Website : [www.jtapariaprojects.com](http://www.jtapariaprojects.com)

**CIN: L74210WB1980PLC032979**

Notice is hereby given that the **Annual General Meeting** of the Members of **J. Taparia Projects Limited** will be held at **11, Clive Row, 5th Floor, Kolkata - 700 001** on **Tuesday, 23<sup>rd</sup> day of August, 2016** at **12.30 P.M.** to transact the following business:

## **ORDINARY BUSINESS :**

1. To consider, approve and adopt the Audited Financial Statements for the year ended **March 31, 2016**, the Consolidated Financial Statements for the said financial year and the Report of the Board of Directors and Auditors thereon.
2. To appoint Director Mr. Sanjit Dhawa (DIN: 05162937) who retire by rotation and being eligible, offers himself for re-appointment.
3. To ratify the continuation of the Statutory Auditors and if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:

“RESOLVED THAT, in terms of the provisions of Sections 139-142 and other applicable provisions, if any, of the Companies Act, 2013 read with the underlying rules viz. Companies (Audit and Auditors) Rules, 2014 as may be applicable and pursuant to the resolution of the Members at the Annual General Meeting held on 11th September, 2014, the appointment of M/s. Maroti & Associates, Chartered Accountants (Registration No.322770E), as statutory auditors of the Company, to hold office from the conclusion of this Meeting until the conclusion of the Annual General Meeting (AGM) of the Company, be ratified by the Members on a remuneration inclusive of service tax and such other tax(es) (as may be applicable) and reimbursement of all out-of pocket expenses in connection with the audit of the accounts of the Company (including terms of payment) to be fixed by the Board of Directors of the Company, based on the recommendation of the Audit Committee in consultation with the Auditors.”

**Registered Office:**  
**16, B. R. B. Road,**  
**3rd Floor,**  
**Kolkata -700 001**

**CIN : L74210WB1980PLC032979**

**Date : 15<sup>th</sup> Day of July, 2016**

**Place : Kolkata**

**By Order of the Board of Directors**  
**For J. Taparia Projects Limited**

**Sudha Agarwal**  
**Company Secretary**

## **Notes :**

1. The explanatory statement, pursuant to Section 102(1) of the Companies Act, 2013 is not provided since there are no Special Business set out in the Notice.
2. PROXY:
  - a) A Member entitled to attend and vote at this Annual General Meeting is entitled to appoint one or more proxy(ies) to attend and vote on a poll instead of himself and a proxy so appointed need not be a member of the company.
  - b) Proxy in order to be effective should be duly stamped, completed, signed and deposited or be received at the company's registered office and/or Corporate office not less than 48 hours before the commencement of the meeting.
  - c) A person can act as proxy on behalf of members not exceeding 50 (fifty) and holding in the aggregate not more than 10 (ten) percent of the total share capital of the Company carrying voting rights. A member holding more than 10 (ten) percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person cannot act as a proxy for any other person or shareholder.
  - d) Corporate members intending to send their authorized representatives to attend the Meeting are requested to send to the Company a certified copy of the Board Resolution authorising their representative to attend and vote on their behalf at the Meeting.

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- e) The instrument appointing a proxy shall be signed by the appointer or his attorney duly authorised in writing, or if the appointer is a body corporate, it shall be under its seal and be signed by an officer or an attorney duly authorised by it.
  - f) For the convenience of members and for proper conduct of the meeting, entry to the place of meeting will be regulated by attendance slip, which is a part of the Notice. Members are requested to sign at the place provided on the attendance slip and hand it over at the entrance to the venue. Members/proxies should bring the duly filled Attendance Slip attached herewith to attend the meeting. Duplicate Attendance Slip and / or copies of the Annual Report shall not be issued/ available at the venue of the Meeting.
  - g) For easier identification Members attendance at the meeting, members are requested to bring their PAN card or Voter ID card along and the members who hold shares in dematerialized form, are requested to bring their Client ID and DP ID Nos.
3. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013, will be available for inspection by the members at the AGM.
  4. Member seeking any clarification on account of the company or requested to send their query in writing to the company at registered office addressing to Managing Director or through e-mail at [jtaparia2008@gmail.com](mailto:jtaparia2008@gmail.com) The query must reach to the company either by mail or e-mail at least Ten working days before the date of AGM (excluding the date of AGM).
  5. The Register of Members and Share Transfer Books of the Company will remain closed from **17<sup>th</sup> August, 2016 to 23<sup>rd</sup> August, 2016** (both days inclusive)
  6. The brief profile of the Directors proposed to be appointed / re-appointed, is given in the explanatory statement, if any, to the Notice and also in the section on Corporate Governance.
  7. Members are, therefore, requested to bring the copies of Annual Report. As a measure of economy, copies of the Annual Report will not be distributed at the Meeting.
  8. Pursuant to Section 72 of the Companies Act, 2013, shareholders holding shares in physical form may file nomination in the prescribed Form SH-13 with the Company's Registrar and Transfer Agent. In respect of shares held in electronic/demat form, the nomination form may be filed with the respective Depository.
  9. Members are requested to send all their communications pertaining to shares & notify change in their address / mandate / bank details to The Registrar & Share Transfer Agent, **M/s. Niche Technologies Pvt. Ltd.** to facilitate better servicing.
  10. Members holding shares in the same name under different Ledger Folios are requested to apply for consolidation of such Folios and send the relevant share certificates to The Registrar & Share Transfer Agent, M/s. Niche Technologies Pvt. Ltd., for their doing the needful.
  11. In furtherance of the Green Initiative the Company urges the Members to register their email address with the Company and/or its Registrar and Share Transfer Agent, M/s. Niche Technologies Pvt. Ltd., for receiving the Annual Report and Accounts, Notices etc. in electronic mode. In future all the Annual Report and Accounts, Notices and other communications etc. will be sent in electronic mode to the members whose email IDs are registered with the Company / Depository Participant(s) for communication purposes unless any member requests for a physical copy of the same.
  12. In future electronic copy of the Notice of General Meetings of the Company inter alia indicating the process and manner of e-voting along with Attendance Slip and Proxy Form will be sent to the members whose email IDs are registered with the Company/Depository Participant(s) for communication purposes unless any member requests for a physical copy of the same.

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13. Members are advised that it is mandatory to furnish copy of PAN Card both side signed as self attested in the following cases:

- i) Transferees' PAN Cards for transfer of shares,
- ii) Legal heirs' PAN Cards for transmission of shares,
- iii) Surviving joint holders' PAN Cards for deletion of name of deceased Shareholder and
- iv) Joint holders' PAN Cards for transposition of shares.

14. Members may also note that the Notice of the Annual General Meeting and the Annual Report 2014-2015 will also be available on the Company's website <http://www.jtapariaprojects.com> for being downloaded. The physical copies of the aforesaid documents will also be available at the Company's Registered Office for inspection during normal business hours on working days till the date of the meeting. Even after registering for e-communication, members are entitled to receive such communication in physical form, upon making a request for the same, by post free of cost. For any communication, the shareholders may also send requests to the Company's investor email id : [info@jtapariaprojects.com](mailto:info@jtapariaprojects.com)

## 15. VOTING THROUGH ELECTRONIC MEANS.

- I. In compliance with provisions of Section 108 of the Companies Act, 2013, 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 members facility to exercise their right to vote on resolutions proposed to be considered at the Annual General Meeting (AGM) by electronic means and the business may be transacted through e-Voting Services. The facility of casting the votes by the members using an electronic voting system from a place other than venue of the AGM ("remote e-voting") will be provided by Central Depository Services (India) Limited (CDSL).
- II. The facility for voting through ballot paper shall be made available at the AGM and the members attending the meeting who have not cast their vote by remote e-voting shall be able to exercise their right at the meeting through ballot paper. The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again.
- III. **The process and manner for remote e-voting are as under:**
  - (i) The remote e-voting period commences on **20<sup>th</sup> August, 2016 (9:00 am)** and ends on **22<sup>nd</sup> August, 2016 (5:00 pm)**. During this period members' of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of **16<sup>th</sup> August, 2016**, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently.
  - (ii) The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com) during the voting period
  - (iii) Click on "Shareholders" tab.
  - (iv) Now Enter your User ID
    - a. For CDSL: 16 digits beneficiary ID,
    - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
    - c. Members holding shares in Physical Form should enter Folio Number registered with the Company, excluding the special characters.
  - (v) Next enter the Image Verification as displayed and Click on Login.
  - (vi) If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.

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(vii) If you are a first time user follow the steps given below:

	<b>For Members holding shares in Demat Form and Physical Form</b>
PAN	Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders) <ul style="list-style-type: none"><li>Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field.</li><li>In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.</li></ul>
DOB	Enter the Date of Birth as recorded in your demat account with the depository or in the company records for your folio in dd/mm/yyyy format
Bank Account Number (DBD)	Enter the Bank Account Number as recorded in your demat account with the depository or in the company records for your folio. <ul style="list-style-type: none"><li>Please Enter the DOB or Bank Account Number in order to Login.</li><li>If both the details are not recorded with the depository or company then please enter the member-id / folio number in the Bank Account Number details field as mentioned in above instruction ( iv ).</li></ul>

(viii) After entering these details appropriately, click on “SUBMIT” tab.

(ix) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach ‘Password Creation’ menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

(x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.

(xi) Click on the EVSN for the relevant Company Name i.e. **J.Taparia Projects Limited** on which you choose to vote.

(xii) On the voting page, you will see “RESOLUTION DESCRIPTION” and against the same the option “YES/NO” for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.

(xiii) Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.

(xiv) After selecting the resolution you have decided to vote on, click on “SUBMIT”. A confirmation box will be displayed. If you wish to confirm your vote, click on “OK”, else to change your vote, click on “CANCEL” and accordingly modify your vote.

(xv) Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.

(xvi) You can also take out print of the voting done by you by clicking on “Click here to print” option on the Voting page.

(xvii) If Demat account holder has forgotten the same password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.

(xviii) Note for Institutional Shareholders & Custodians :

- Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to <https://www.evotingindia.com> and register themselves as Corporates.
- A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).
- After receiving the login details they have to create a compliance user which should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.

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- The list of accounts should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
- (xix) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions (“FAQs”) and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com) under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or contact them at **1800 200 5533**
- (xx) Shareholders can also cast their vote using CDSL’s mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. i-Phone and Windows phone users can download the app from the App Store and the Windows Phone Store respectively on or after 30th June 2016. Please follow the instructions as prompted by the mobile app while voting on your mobile.
16. Institutional Members / Bodies Corporate (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. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote through e-mail at [cspra0@gmail.com](mailto:cspra0@gmail.com) with a copy marked to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) on or before **22nd August, 2016, upto 5:00 pm** without which the vote shall not be treated as valid.
17. The voting rights of shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on the cut-off date of **16th August, 2016**. A person who is not a member as on cut off date should treat this notice for information purpose only.
18. The notice of the Annual General Meeting will be sent to the members, whose names appear in the register of members / beneficiary owners as at closing hours of business on **16th August, 2016**.
19. The shareholders shall have one vote per equity share held by them as on the cut-off date of **16th August, 2016**. The facility of e-voting would be provided once for every folio / client id, irrespective of the number of joint holders.
20. Since the Company is required to provide members the facility to cast their vote by electronic means, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of **16th August, 2016** and not casting their vote electronically, may only cast their vote at the Annual General Meeting.
21. Notice of the AGM along with attendance slip, proxy form along with the process, instructions and the manner of conducting e-voting is being sent electronically to all the members whose e-mail IDs are registered with the Company / Depository Participant(s). For members who request for a hard copy and for those who have not registered their email address, physical copies of the same are being sent through the permitted mode.
22. Investors who became members of the Company subsequent to the dispatch of the Notice / Email and holds the shares as on the cut-off date i.e. **16th August, 2016** are requested to send the written / email communication to the Company at [jtaparia2008@gmail.com](mailto:jtaparia2008@gmail.com) by mentioning their Folio No. / DP ID and Client ID to obtain the Login-ID and Password for e-voting.
23. **Mr. P. Doleswar Rao**, Practicing Company Secretaries (Certificate of Practice Number 14385) has been appointed as the Scrutinizer to scrutinize the remote e-voting process and voting at the AGM in a fair and transparent manner. The Scrutinizer will submit, not later than 3 days of conclusion of the AGM, a consolidated Scrutinizer’s Report of the total votes cast in favour or against, if any, to the Chairman of the Company or a person authorized by him in writing, who shall countersign the same and declare the result of the voting forthwith.

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24. The Results declared along with the Scrutinizer's Report shall be placed on the Company's website [www.jtapariaprojects.com](http://www.jtapariaprojects.com) and on the website of CDSL. The same will be communicated to the listed stock exchanges viz. **BSE Ltd, Mumbai and The Calcutta Stock Exchange Limited.**

**Registered Office:**

16, B. R. B. B. Road,

3rd Floor,

Kolkata -700 001

CIN : L74210WB1980PLC032979

Date : 15<sup>th</sup> Day of July, 2016

Place : Kolkata

**By Order of the Board of Directors**

**For J. Taparia Projects Limited**

**Sudha Agarwal**

**Company Secretary**

**Pursuant to Clause 49 of the Listing Agreement with the Stock Exchanges and SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, following information is furnished in respect of Directors proposed to be appointed/reappointed.**

Name of the Director	<b>Mr. Sanjit Dhawa</b>
DIN	05162937
Date of Birth	02.01.1982
Date of Appointment	March 05, 2012
Qualification	Graduate in Commerce
Qualifications and Nature of Expertise	Mr. Sanjit Dhawa is reputed business personality with multi-functional management experience of diverse businesses in consumer, commercial and industrial segments. He has been appointed as Managing Director, eligible to retire by rotation.
Directorships held in other Indian public companies (other than Section 8 companies)	Timesound Commodities Limited Woodstick Tradelinks Limited Auroplus Agencies Limited Telequip Tie -Up Limited Arrowspace Commercial Limited Golders Vintrade Limited
Memberships / Chairmanships of Committees in other public Companies	Nil
Number of Equity Shares held in the Company	Nil

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## Form No. MGT-12 BALLOT / 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 : J Taparia Projects Limited  
Registered Office : 16, B. R. B. Basu Road, 3rd Floor, Kolkata - 700 001, (West Bengal)  
CIN : L74210WB1980PLC032979

### BALLOT PAPER

Sl.No.	Particulars	Details
1.	Name of the first named Shareholder (In Block Letters)	
2.	Postal address	
3.	Registered Folio No./ *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/Special Resolutions enumerated below by recording my assent or dissent to the said resolutions in the following manner:

No.	Item No.	No. of Shares held by me#	I assent to the resolution\$	I dissent from the resolution@
1.	Ordinary Resolution To consider, approve and adopt the Audited Financial Statements for the year ended March 31, 2016, the Consolidated Financial Statements for the said financial year and the Report of the Board of Directors and Auditors thereon.			
2.	Ordinary Resolution for Re-appointment of Mr. Sanjit Dhawa (DIN : 05162937 ) who retire by rotation and being eligible, offers himself for re-appointment.			
3.	Ordinary Resolution to ratify Re-appointment of M/s. Maroti & Associates, Chartered Accountants (Firm Registration No. 322770E), as Statutory Auditors of the Company for Financial Year 2016-17 and fixing their remuneration.			

#### Note :

- # Specify the total no of shares held by member in the Company in each respective column.
- \$ Provide the number of share voting in favour of the resolution.
- @ Provide the number of share to vote against the resolution.
- © Any other mark will not be considered for voting & such vote shall treated as canceled or shall not be counted.

Place:

Date :

(Signature of the shareholder\*)

(\*as per Company records)

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## ATTENDANCE SLIP

PLEASE COMPLETE THIS ATTENDANCE SLIP AND HAND IT OVER AT THE ENTRANCE OF THE AUDITORIUM

Name and address of the registered member	:	
Folio No./DP ID No./ Client ID No.	:	
No. of Shares	:	

I certify that I am the registered shareholders/proxy for the registered shareholders of the Company. I hereby record my presence at the **Annual General Meeting** of the Company to be held at **11, Clive Row, 5th Floor, Kolkata-700 001** on **Tuesday, 23<sup>rd</sup> August, 2016 at 12.30 P.M.**

Signature of the Member/Joint Member/Proxy attending the Meeting

-----**Note:** - PLEASE CUT HERE AND BRING THE ABOVE ATTENDANCE SLIP TO THE MEETING.-----

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**Annual General Meeting on Tuesday, 23<sup>rd</sup> August, 2016 at 12.30 P.M.**

**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]

CIN	L74210WB1980PLC032979
Name of the Company	J. Taparia Projects Limited
Registered Office	16, B. R. B. Basu Road, 3rd Floor, Kolkata – 700 001, (West Bengal)
Name of Member(s)	
Registered Address	
Email ID	
Folio No./ DP ID – Client ID	

I/We, being the Member(s) of and hold/holds \_\_\_\_\_ shares of above named Company, hereby appoint:

- (1) Name: ..... Address: .....  
Email ID: ..... Signature: ..... Or failing him/her
- (2) Name: ..... Address: .....  
Email ID: ..... Signature: ..... Or failing him/her
- (3) Name: ..... Address: .....  
Email ID: ..... Signature: .....



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----- Note: - PLEASE CUT HERE AND BRING THE ABOVE ATTENDANCE SLIP TO THE MEETING.-----

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the **Annual General Meeting** of the Company to be held on **Tuesday, 23<sup>rd</sup> August, 2016 at 12.30 P.M.** at **11, Clive Row, 5th Floor, Kolkata-700001** and at any adjournment thereof in respect of such resolutions:

Serial No.	RESOLUTIONS	Optional*	
		For	Against
1.	Ordinary Resolution to consider, approve and adopt the Audited Financial Statements for the year ended 31 <sup>st</sup> March, 2016, the Consolidated Financial Statements for the said financial year along with the Reports of the Board of Directors and Auditors thereon.		
2.	Ordinary Resolution for Re-appointment of Mr. Sanjit Dhawa (DIN : 05162937 ) as Director who retire by rotation and being eligible, offers himself for re-appointment.		
3.	Ordinary Resolution to Ratify Re-appointment of M/s. Maroti & Associates, Chartered Accountants (Firm Registration No. 322770E), as Statutory Auditors of the Company for the Financial Year 2016-17 and fixing their remuneration.		

This is optional. Please put a tick mark ( ) in the appropriate column against the resolutions indicated in the box. If a member leaves the "For" or "Against" column blank against any or all the Resolutions, the proxy will be entitled to vote in the manner he/she thinks appropriate. If a member wishes to abstain from voting on a particular resolution, he/she should write "Abstain" across the boxes against the Resolution.

Signed this.....day of..... 2016

Signature of Member(s):.....

Signature of Proxy holder(s):.....

Affix  
Revenue  
Stamp of  
Re. 1/-

#### Notes:

1. This form of proxy 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.
2. For the Resolutions, Statement setting out material facts thereon and notes, please refer to the Notice of the Annual General Meeting.
3. A person can act as proxy on behalf of Members not exceeding fifty (50) and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. In case a proxy is proposed to be appointed by a Member holding more than 10% of the total share capital of the Company carrying voting rights, then such proxy shall not act as a proxy for any other person or Member.
4. Please complete all details including details of member(s) in above box before submission.

# J. TAPARIA PROJECTS LTD.

Regd. Off. : 16, B. R. B. Basu Road, 3rd Floor, Kolkata – 700 001, (West Bengal)

Phone: +91 33 2230 5244

E-mail: [jtaparia2008@gmail.com](mailto:jtaparia2008@gmail.com), Website : [www.jtapariaprojects.com](http://www.jtapariaprojects.com)

CIN: L74210WB1980PLC032979

## **ANNEXURE TO THE NOTICE FOR THE ANNUAL GENERAL MEETING OF THE COMPANY TO BE HELD ON 23<sup>RD</sup> DAY OF AUGUST, 2016.**

Name & Registered Address  
of Sole/First named Member :

Joint Holders Name (If any) :

Folio No. / DP ID & Client ID :

No. of Equity Shares Held :

Dear Shareholder,

### **Subject: Process and manner for availing E-voting facility:**

Pursuant to Provisions of Section 108 of the Companies Act, 2013, 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 SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide E-voting facility to the members to cast their votes electronically on all resolutions proposed to be considered at the Annual General Meeting (AGM) to be held on Tuesday, 23<sup>rd</sup> day of August, 2016 at 12.30 p.m. at 11, Clive Row, 5th Floor, Kolkata - 700 001 and at any adjournment thereof. The Company has engaged the services of Central Depository Services (India) Limited (CDSL) to provide the e-voting facility. The e-voting facility is available at the link <https://www.evotingindia.com>.

The Electronic Voting Particulars are set out below:

<b>EVSN (Electronic Voting Sequence Number)</b>	<b>USER - ID</b>	<b>PAN / Sequence Number</b>
160716011		

The E-voting facility will be available during the following voting period:

<b>Remote e-Voting start on</b>	<b>Remote e-Voting end on</b>
20 <sup>th</sup> August, 2016 at 9:00 A.M. (IST)	22 <sup>nd</sup> August, 2016 at 5:00 P.M. (IST)

Please read the instructions mentioned in the Notice of the AGM before exercising your vote.

By Order of the Board  
For J Taparia Projects Limited  
Sd/-  
Sudha Agarwal  
Company Secretary

Place: Kolkata  
Date : 20.07.2016

Encl : AGM Notice / Attendance Slip / Proxy Form and Annual Report