CLAY CRAFT
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NOTICE

Notice is hereby given that the 34th Annual General Meeting of the Members of the Company will be held on Friday, 30th September, 2022 at 11:00 A.M. at its Registered Office at B-12 M.G.D. Market Tripolia Bazar, Jaipur, (302002) Rajasthan to transact the following business: -

ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Financial Statements for the financial year ended 31st March, 2022 together with the reports of the Board of Directors and Auditors thereon.

2. To Re-appoint M/s Temani & Associates, Chartered Accountants, (FRN No. 004621C) as Statutory Auditors of the company and to fix their remuneration:

To consider and if thought fit, to pass with or without modification(s), the following resolution as an Ordinary Resolution:

"RESOLVED THAT pursuant to the provisions of Section 139, 141, 142 and other applicable provisions of the Companies Act, 2013 ("Act") read with the Companies (Audit and Auditors) Rules, 2014, as amended from time to time and all other applicable provisions, if any, (including any statutory modification(s) and re-enactment(s) thereof for the time being in force) M/s Temani & Associates, Chartered Accountants, (FRN No. 004621C), be and is hereby re-appointed as Statutory Auditor of the Company for a term of 5 consecutive years i.e., from the conclusion of this AGM till the conclusion of 39th AGM to be held in year of 2027 at such remuneration plus applicable taxes, out of pocket expenses, travelling and living expenses, etc. as may be mutually agreed between the Board of Directors of the Company and the Statutory Auditors."

RESOLVED FURTHER THAT the Board of Directors of the Company, be and is hereby authorized to do all such acts, deeds, matters and things as may be considered necessary, desirable or expedient to give effect to this resolution."

For and on behalf of the Board of Directors
For Clay Craft India Private Limited

Dated: 05.09.2022
Place: Jaipur

CLAY CRAFT (INDIA) PVT. LTD.
JAIPUR
INDIA

Vikas Agarwal
Director
DIN: 00985596
Address: A-17, Shastri Nagar,
Jaipur 302016, Rajasthan

NOTES:

1.1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY, OR ONE OR MORE PROXIES (WHERE ALLOWED) TO ATTEND AND VOTE ON A POLL ON HIS BEHALF AND SUCH PROXY NEED NOT BE A MEMBER OF COMPANY. A PROXY MAY BE SENT IN THE FORM NO. MGT-11 ENCLOSED AND IN ORDER TO BE EFFECTIVE MUST REACH THE REGISTERED OFFICE OF COMPANY AT LEAST 48 HOURS BEFORE THE COMMENCEMENT OF MEETING.**

1.2. **A MEMBER HOLDING MORE THAN 10% OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS MAY APPOINT A SINGLE PERSON AS PROXY AND SUCH PERSON SHALL NOT ACT AS PROXY FOR ANY OTHER PERSON OR SHAREHOLDER.**

1.3. **A PERSON CAN ACT AS PROXY FOR MAXIMUM 50 MEMBERS AND AGGREGATE HOLDING OF SUCH MEMBERS SHALL NOT BE MORE THAN 10% OF TOTAL SHARE CAPITAL OF THE COMPANY HAVING VOTING RIGHTS.**

2. Members/ Proxies/Authorised Representatives should fill the Attendance slip/ sheet for
3. attending the Meeting.

4. Corporate Members (if any) intending to send their authorized representatives to attend the meeting in terms of Section 113 of the Companies Act, 2013 are requested to send to the Company a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting.

5. Members desiring any information relating to the accounts are requested to write to the Company well in advance so as to enable the management to keep the information ready.

6. Members are requested to update the company their email ID, address and any other information, registered with the company, if any changes therein.

7. Route Map showing directions to reach to the venue of the 34rd AGM is given as per the requirement of the Secretarial Standards-2 on "General Meeting."

8. Statutory registers and records and other relevant documents referred to in the accompanying Notice and as prescribed under the Companies Act, 2013 will be made available for inspection by the members.

Route Map

For and on behalf of the Board of Directors
For Clay Craft India Private Limited

Dated: 05.09.2022
Place: Jaipur

CLAY CRAFT (INDIA) PVT. LTD. JAIPUR INDIA

Vikas Agarwal
Director
DIN: 00985596
Address: A-17, Shastri Nagar,
Jaipur 302016, Rajasthan

Clay Craft (I) Pvt. Ltd.
[An ISO 9001 : 2008 Company]
F-766 A, Road No.: 1-D, V.K.I. Area, Jaipur-302013 (INDIA) Tel.: 91-141-2261002 Fax: 91-141-2331734
Registered Office : B-12, M.G.D. Market, Jaipur Ph.: +91-141-4021110
website: www.claycraftindia.com email: claycraftindia@hotmail.com, sales@claycraftindia.com
CIN No. U26933RJ1988PTC004677 R.S.T./C.S.T.No. 1423/03689 TIN : 08302203597 GST No. 08AAACC6866D1ZO

Form No. 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: U26933RJ1988PTC004677
Name of the company: Clay Craft India Private Limited
Registered office: B-12 M.G.D. Market Tripolia Bazar, Jaipur, (302002) Rajasthan

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

I/We, being the member (s) of ………… shares of the above named company, hereby appoint

1. Name: ……………………
   Address:
   E-mail Id:
   Signature: ……………., or failing him

2. Name: ……………………
   Address:
   E-mail Id:
   Signature: ……………., or failing him

3. Name: ……………………
   Address:
   E-mail Id:
   Signature: …………….,

   as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 34th Annual General Meeting of the company, to be held on the Friday, 30th September, 2022 at 11:00 A.M. at the registered office of the Company situated at B-12 M.G.D. Market Tripolia Bazar-302002, Jaipur, Rajasthan and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution No:

ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Financial Statements for the financial year ended 31st March, 2022 together with the reports of the Board of Directors and Auditors thereon.

2. To Re-appoint M/s Temani & Associates, Chartered Accountants, (FRN No. 004621C) as Statutory Auditors of the company and to fix their remuneration:

Signed this…… day of……… 20….
Signature of shareholder

Affix
Revenue
Stamp

Signature of Proxy holder(s)

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

ATTENDANCE SLIP

Name of the Company: Clay Craft India Pvt Ltd
Registered address: B-12 M.G.D. Market Tripolia Bazar, Jaipur, (302002) Rajasthan
CIN: U26933RJ1988PTC004677 **Email id:** claycraftindia@hotmail.com
Ph.: +91-141-4021110 **website:** www.claycraftindia.com

34th Annual General Meeting on Friday, 30th September, 2022

Folio No. / DP ID Client ID No.	
Name of First named Member/Proxy/ Authorised Representative	
Name of Joint Member(s), if any:	
No. of Shares held	

I/we certify that I/we am/are member(s)/proxy for the member(s) of the Company

I/we hereby record my/our presence at the 34th Annual General Meeting of the Company being held on Friday, 30th September, 2022 AT 11:00 A.M. at B-12 M.G.D. Market Tripolia Bazar, Jaipur, (302002) Rajasthan

Signature of First holder/Proxy/Authorised Representative

Signature of 1st Joint holder **Signature of 2nd Joint holder**

Note(s):
1. Please sign this attendance slip and hand it over at the Attendance Verification Counter at the Meeting Venue.
2. Only shareholders of the Company and/or their Proxy will be allowed to attend the Meeting.