

**NOTICE**

**NOTICE IS HEREBY GIVEN THAT THE 3<sup>RD</sup> ANNUAL GENERAL MEETING OF THE MEMBERS OF NUCLEUS OFFICE PARKS PRIVATE LIMITED ("THE COMPANY") WILL BE HELD AT A SHORTER NOTICE ON SATURDAY, 30<sup>TH</sup> SEPTEMBER, 2023 AT 11:30 A.M. AT THE REGISTERED OFFICE OF THE COMPANY SITUATED AT ONE BKC, C WING 407, PLOT NO. C-66, G-BLOCK, BANDRA KURLA COMPLEX, BANDRA (EAST), MUMBAI - 400051, MAHARASHTRA, INDIA TO TRANSACT THE FOLLOWING BUSINESS:**

**ORDINARY BUSINESS:**

- 1. To receive, consider and adopt the Audited Balance Sheet as on 31<sup>st</sup> March, 2023, Statement of Profit & Loss and the Cash Flow Statement of the Company for the financial year ended on that date and the Reports of the Board of Directors and Auditors thereon.**

**By order of the Board of Directors  
Nucleus Office Parks Private Limited**



**Quaiser Parvez  
Director**

**DIN: 07478598**

**Address: B-1702, Floor-17, Plot-131/132,  
Indiabulls BLU, Ganpatrao Kadam Marg, Worli  
Mumbai- 400013, Maharashtra, India.**

**Date: 27<sup>th</sup> September, 2023**

**Place: Mumbai**

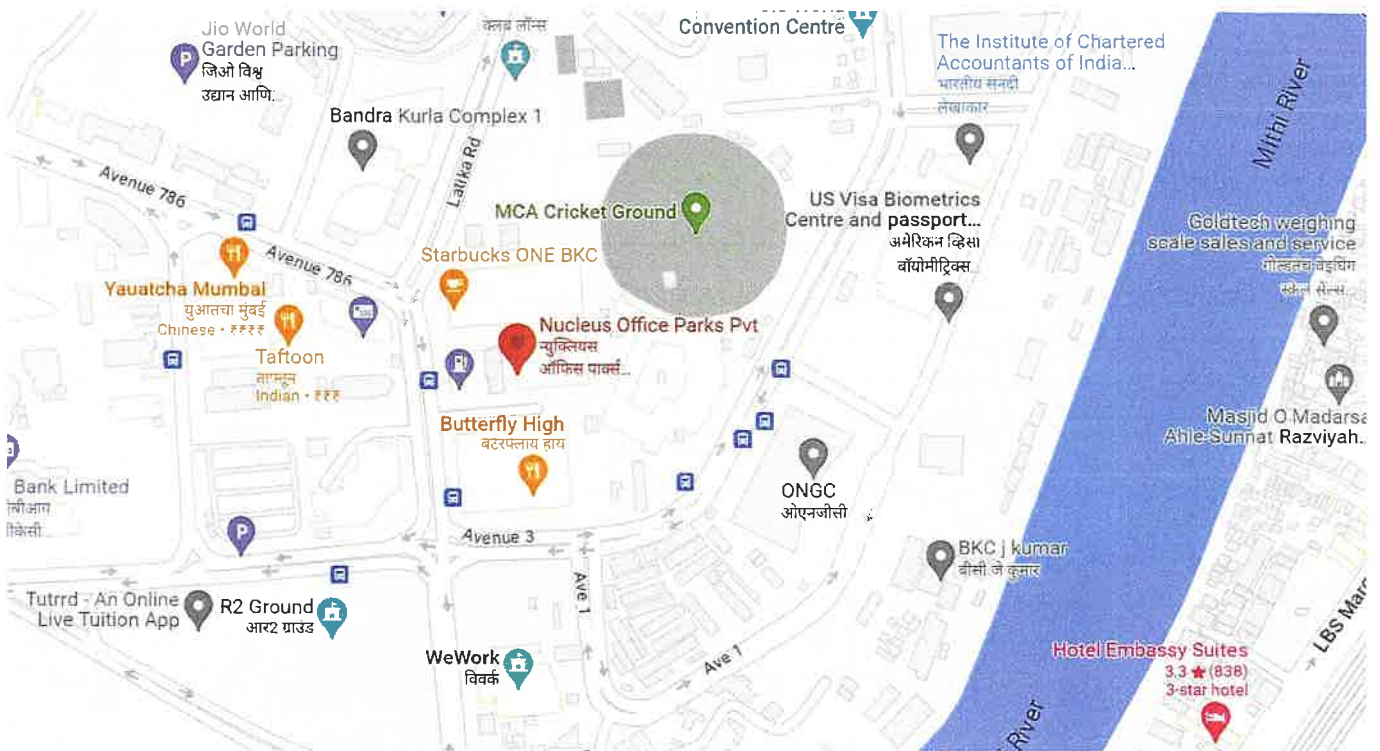
**Notes:**

1. A Member entitled to vote is entitled to appoint a proxy to attend and vote instead of him / her and a proxy need not be a Member of the Company.
2. Proxies, in order to be valid shall be lodged, duly executed with the Company at its Registered Office at least forty-eight hours before the commencement of the meeting.
3. Members are requested to promptly notify any change in their postal address/ E-mail address to the Registered Office of the Company.
4. Members/Proxies should bring the attendance slip duly filled in and signed for attending the Meeting.
5. Corporate Members intending to send their authorized representatives to attend the Annual General Meeting (AGM) are requested to send a certified copy of the Board Resolution/Authority Letter authorizing their representative to attend and vote on their behalf at the Meeting.
6. Necessary documents shall be available for inspection at any time during the working hours from Monday to Friday at the Registered Office of the Company.
7. In terms of Secretarial Standard-2, necessary route map of venue of General Meeting is provided overleaf for your ease and reference.
8. Necessary consents shall be obtained from the Members for holding AGM at shorter notice.

**Annexure I**

**Route Map for AGM venue:** One BKC, C Wing 407, Plot No. C-66, G-Block, Bandra Kurla Complex, Bandra (East), Mumbai - 400051, Maharashtra, India.

**Prominent Landmark:** One BKC, Mumbai



Nucleus Office Parks Private Limited, One BKC, C Wing 407,  
Plot No. C-66, G Block, Bandra Kurla Complex, Bandra (E),  
Mumbai, Maharashtra - 400 051

**T:** 022 68684400  
**E:** info@nucleusofficeparks.com

**CIN:** U45309MH2020FTC338743  
[www.nucleusofficeparks.com](http://www.nucleusofficeparks.com)



**Annexure II**

**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** : U45309MH2020FTC338743  
**Name of the Company** : Nucleus Office Parks Private Limited  
**Registered Office** : One BKC, C Wing 407, Plot No. C-66, G-Block, Bandra Kurla Complex, Bandra  
(East), Mumbai - 400051, Maharashtra, India.

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 poll) for me/us and on my/our behalf at the 3rd Annual General Meeting of the Company, to be held at a shorter notice on Saturday, 30<sup>th</sup> September, 2023 at 11:30 A.M. at the Registered Office of the Company situated at One BKC, C Wing 407, Plot No. C-66, G-Block, Bandra Kurla Complex, Bandra (East), Mumbai - 400051, Maharashtra, India and at any adjournment thereof in respect of such resolution as indicated below:



**Resolution No.:**

1. To receive, consider and adopt the Audited Balance Sheet as on 31<sup>st</sup> March, 2023, Statement of Profit & Loss and the Cash Flow Statement of the Company for the financial year ended on that date and the Reports of the Board of Directors and Auditors thereon.

Signed this ..... day of ..... 2023



**Signature of Shareholder .....**

**Signature of Proxy holder .....**

**Note:**

- a) Revenue Stamp to be affixed on this form.
- b) 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.



**Annexure III**

**ATTENDANCE SLIP**

**NUCLEUS OFFICE PARKS PRIVATE LIMITED**

**Registered Office:** One BKC, C Wing 407, Plot No. C-66, G-Block, Bandra Kurla Complex, Bandra (East), Mumbai - 400051, Maharashtra, India.

Please complete this Attendance Slip and hand it over at the entrance of the place of the meeting

Folio No. \_\_\_\_\_

Client ID No. \_\_\_\_\_

Name of the Shareholder/Proxy \_\_\_\_\_

Address \_\_\_\_\_

No. of shares held \_\_\_\_\_

I hereby record my presence at the 3<sup>rd</sup> Annual General Meeting of the Company held at the Registered Office of the Company situated at One BKC, C Wing 407, Plot No. C-66, G-Block, Bandra Kurla Complex, Bandra (East), Mumbai - 400051, Maharashtra, India on Saturday, 30<sup>th</sup> September, 2023 at 11:30 A.M. at a shorter notice.

**Signature of Shareholder/Proxy**