

**GUJARAT TERCE LABORATORIES LIMITED**
Reg Office:-122/2, Ravi Estate, Bileshwarpura,
Chhatral, Dist. Gandhinagar (Gujarat)
Admin. Office:-301 & 314, Akashrath Complex, Opp. National Handloom
Corporation, Nr. Law Garden, C.G. Road, Navrangpura, Ahmedabad-380009,
Phone:-079-66633700, Fax:-079-66633713, email:-ho@gujaratterce.com,
website:www.gujaratterce.in CIN NO:-L281126J1985PLC007753

NOTICE

Notice is hereby given that 31st Annual General Meeting of the Members of the Company will be held on Friday, 30th September, 2016 at 10:00 AM at 122/2, Ravi Estate, Bileshwarpura, Chhatral, Dist.: Gandhinagar- 382729 to transact the business as given in the Notice, which has been despatched to the Shareholders of the Company along with Annual Report 2015-2016 at their registered addresses. Business as mentioned in the said Notice will be conducted through electronic voting (CDSL). Details of the same are as under:

- Register of Members and Share Transfer Books of the Company will remain closed from Friday, 23rd September, 2016 to 30th September, 2016 (Both days inclusive) for the purpose of AGM
- Remote e-voting shall commence on 27th September 2016 at 9.00 AM and shall end on 29th September 2016 at 5.00 PM. Further, Remote e-voting shall not be allowed beyond said date and time.
- Cut-off date: 23rd September 2016
- Any person, who acquires shares of the Company and become member of the Company after despatch of the notice and holding shares as of the cut-off date i.e., 23rd September, 2016 may obtain the log-in ID and password by instructions given at notice which is available at www.gujaratterce.com and www.cdslindia.com.
- The facility for voting through polling paper shall be made available at the Annual General Meeting (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 Polling Paper.
- A member may participate in the AGM even after exercising his right to vote through Remote e-voting but shall not be allowed to vote again in the AGM.
- Notice of the meeting will be available on the company's website i.e., www.gujaratterce.com and www.evotingindia.com.
- In case of any grievances connected to e-voting please contact members may refer to Frequently Asked Questions ("FAQs") and the e-voting manual available at www.evotingindia.com, under help section or write an e-mail to helpdesk.evoting@cdslindia.com

For, Gujarat Terce Laboratories Limited,

Date : 05.09.2016
Place : Ahmedabad

Sd/-
Priyanka Baktiyarpuri
Company Secretary

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