

# GAYLORD COMMERCIAL COMPANY LIMITED

Regd. Off. : 1/1A, Biplabi Anukul Chandra Street, 5th Floor, Room No. 5G, Kolkata - 700 072

Tel. : (+91-33) 2212 6083 Fax : (+91-33) 3022 6083 Email : gaylordcom123@gmail.com

Website : www.gcclimited.in ; CIN : L17232WB1983PLC035978

Date: 5<sup>th</sup> September, 2018

To  
The Secretary  
Listing Department  
Metropolitan Stock Exchange of India Limited,  
Vibgyor Towers, 4th floor, Plot No C 62, G - Block,  
Opp. Trident Hotel, Bandra Kurla Complex,  
Bandra (E), Mumbai - 400 098  
**Symbol : GAYLORD**

**Sub. : Submission of copies of newspaper advertisement of 34<sup>th</sup> Annual General Meeting pursuant to Regulation 30 & 47 of the SEBI (LODR) Regulations, 2015**

Dear Sir/Madam,


We enclose herewith a copies of public notice published by the company by way of advertisement in newspaper viz., "Business Standard" (English Edition) and "Sangbad Nazar" (Bengali Edition) on 5<sup>th</sup> September, 2018.

The same is also available on the website of the Company .ie., [www.gcclimited.in](http://www.gcclimited.in)

This is for your information and record.

Thanking you,

Yours faithfully,  
For **Gaylord Commercial Company Limited**

  
Beda Nand Choudhary  
Director (DIN -00080175)



**Encl: As Above**

**GAYLORD COMMERCIAL COMPANY LIMITED**

Regd. Off.: 1/1A, Biplabi Anukul Chandra Street, 5th Floor,  
Room No. 5G, Kolkata - 700 072, Ph:033 2212 6083  
Email: gaylorcom123@gmail.com; Website: www.gcclimited.in  
CIN: L17232WB1983PLC035978

**NOTICE OF ANNUAL GENERAL MEETING E-VOTING INFORMATION AND BOOK CLOSURE**

Members are hereby informed that the Company is providing the facility of electronic voting (e-voting) to the Members in respect of all the resolutions proposed at the 34th Annual General Meeting (AGM) of the Company which will be held at its Registered Office on Friday, the 28th day of September, 2018 at 2.30 P.M. to transact the business as set out in the Notice of the AGM.

The Company has duly completed the dispatch of the Notice of the AGM, Attendance slips, Proxy form and Annual Report for the year ended 31st March, 2018 on September 4, 2018 to all the members of the company, registered as on August 17, 2018. The Annual Report, Notice of the AGM, Attendance Slips & Proxy Form are available at the Company's website at [www.gcclimited.in](http://www.gcclimited.in) and also available on the website of the Central Depository Services (India) Limited (CDSL), i.e. [www.evotingindia.com](http://www.evotingindia.com).

The Company is pleased to provide all its Members facility to exercise their right to vote at the AGM by electronic means through E-Voting platform (which include remote e-voting) provide by Central Depository Services (India) Ltd, (CDSL). The details as required pursuant to the Act and Rules are as follows:-

- (i) The remote e-voting will commence on Tuesday, September 25, 2018 at (9:00 A.M.) and end on Thursday, September 27, 2018 at (5.00 P.M.) The e-voting module shall be disabled by CDSL for voting thereafter, and no one shall be allowed to vote electronically after September 27, 2018, (5:00 P.M.). Once the vote on a resolution is cast by the members, the same cannot be changed subsequently.
- (ii) Members of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date being September 21, 2018 may cast their vote electronically. A user id and password for casting the electronic vote has been sent to all the Members as on August 17, 2018 along with the dispatch of Notice of the AGM.
- (iii) The company will provide the facility for voting through Ballot paper / Polling Paper at the AGM and Members who have not cast their vote by remote e-voting can exercise their right to vote at the AGM through Ballot/ polling paper.
- (iv) The Members who cast their vote by remote e-voting may also attend the AGM but shall not be entitled to cast their vote again.
- (v) A person whose name is recorded in the register of the members or beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at AGM through Ballot/ Polling Paper.

In case of any queries pertaining to e-voting, members may refer to the Frequently Asked Questions (FAQs) and e-voting user manual for members available at the Downloads section of <http://www.evotingindia.com> or at email: [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).

NOTICE IS FURTHER, given that the Register of Members and Share Transfer Books will remain closed from September 22, 2018 to September 28, 2018 (both days inclusive) for the said AGM of the company.

For Gaylord Commercial Company Limited

Sd/-

**Beda Nand Choudhary**

Director

(DIN - 00080175)

Place : Kolkata  
Date : 04.09.2018

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Director

Place : Kolkata  
Date : 04.09.2018

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