

KWALITY CREDIT & LEASING LTD.

Regd. Office:- 7, Lyons Range, 3rd Floor, Room No. 9 & 10, Kolkata - 700 001
Phone- 9681634539, E-Mail Id - kwalitycredit50@yahoo.com, Website www.kwalitycredit.com
CIN-L65921WB1992PLC056686

NOTICE

NOTICE is hereby given that the 28th Annual General Meeting (AGM) of the Members of the Company will be held on Wednesday, 30th Day of December, 2020 at 12.30 p.m. at the Registered Office of the Company at 7, Lyons Range, 3rd Floor, Room No. 9 & 10, Kolkata-700 001 (please refer to the Map Direction Guide of the AGM venue, as provided in this Notice) to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Standalone Audited Financial Statement for the financial year ended March 31, 2020 and the Reports of the Auditors and Directors thereon for the financial year ended March 31, 2020.
2. To appoint a Director in place of Mr. Bhagwan Das Soni (DIN- 02308414), who retires by rotation, and being eligible, seeks re-appointment as a Director of the Company.
3. To appoint Statutory Auditors to hold office from the conclusion of the 28th AGM till the conclusion of the 30th AGM and to authorize the Board to fix their remuneration.

“**RESOLVED** that pursuant to the provisions of Section 139, 141 and 142 of the Companies Act, 2013 and Rules made thereunder, M/s. Arun Jain & Associates., Chartered Accountants (FRN:325867E) of 2B, Grant Lane, 2nd Floor, Room No. 74, Kolkata-700 012 be and are hereby appointed as the Statutory Auditors of the Company to hold office till the conclusion of the 28th Annual General Meeting at a remuneration of ` 22,500/- (Rupees Twenty Two Thousand Five Hundred only) payable in one or more installments plus goods and services tax as applicable, and reimbursement of out-of-pocket expenses incurred.”

Place : Kolkata
Date : 02.12.2020

**By Order of the Board
For Kwality Credit & Leasing Ltd.**

Sd/-
**Amu Thapa
Director
DIN-00674928**

NOTES:

1. In view of the outbreak of the COVID-19 pandemic social distancing is a norm to be followed. In this connection, the Company will abide by all statutory norms and regulations while holding the meeting.
2. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND SUCH PROXY NEED NOT BE A MEMBER OF THE COMPANY. PROXIES IN ORDER TO BE EFFECTIVE MUST BE RECEIVED BY THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE MEETING.**

A PERSON CAN ACT AS PROXY ON BEHALF OF MEMBERS NOT EXCEEDING FIFTY(50) AND HOLDING IN THE AGGREGATE NOT MORE THAN TEN PERCENTAGE OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS. A MEMBER HOLDING MORE THAN TEN PERCENTAGE 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.

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3. During the period beginning 24 hours before the time fixed for the commencement of the meeting and ending with the conclusion of the meeting, a member would be entitled to inspect the proxies lodged at any time during the business hours of the Company, provided that not less than three days of notice in writing is given to the Company.
4. Corporate members are requested to send to the Company, a copy of the Board Resolution, duly certified, authorizing their respective representatives to attend and vote at the Annual General Meeting.
5. Pursuant to the provisions of the Secretarial Standard-2 issued by the Institute of Company Secretaries of India (ICSI), a route map (direction guide) of the AGM venue alongwith the landmark is appended to the Notice for a quick reference of the members.
6. In line with the relaxations provided by the Ministry of Corporate Affairs ("MCA") vide its various Circulars in the ambit of COVID-19, the Notice of 28th AGM along with Financial Statements, Auditor's Report and Directors' Report are being sent only by electronic mode to the Members and all other persons so entitled at their email address registered with Company / its Registrar and Share transfer Agent.
7. We request the shareholders to update their email address with their depository participant to ensure that the annual reports and other documents reaches them on their preferred email address. Shareholders holding shares in physical form may intimate us their e-mail address along with name, address and folio no. for registration at kwalitycredit50@yahoo.com.
8. Documents, if any, referred to in the accompanied Notice, are open for inspection at the Registered Office of the Company on all working days during office working hours upto the date of the AGM. Members seeking to inspect the documents in electronic mode can e-mail their request at: kwalitycredit50@yahoo.com. The same will be replied by the Company suitably.
9. Additional details of persons seeking appointment / re- appointment, as required in sub-regulation (3) of Regulation 36 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (hereinafter referred to as "Listing Regulations") and the Secretarial Standard on General Meetings (SS-2) is annexed hereto. Requisite declarations have been received from the Directors in this regard.
10. Further, the explanatory statement pursuant to Regulation 36(5) of the Listing Regulations" setting out the disclosures on re-appointment of the Statutory Auditor relating to Item No. 3 of this Notice is annexed herewith. These statements/ disclosures should be treated as part of this Notice.
11. Members may visit the Company's corporate website to view the Financial Statements or access information pertaining to the Company. Queries, if any, should be sent at least 10 days before the AGM to the Managing Director at the Registered Office of the Company.
12. Register of Members and Share Transfer Books of the Company in respect of Equity Shares shall remain closed from the 24th December, 2020 to the 30th December, 2020 (both days inclusive).
13. Members holding shares in physical form are requested to notify immediately any change in their address, including Pin code, etc. to the Company's Registrar and

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Share Transfer Agent ("RTA") - M/s. CB Managements Services Pvt. Ltd., P-22, Bondel Road, Kolkata-700 019, E-Mail ID: rta@cbmsl.com, Phone No.033-2280/6692/93/94/2486, 4011-6700/6717, Fax-033-22870263.

14. In case, the mailing address mentioned in this Annual Report is without the PIN CODE, members are requested to kindly inform their PIN CODE immediately.
15. Non- Resident Indian Shareholders are requested to inform the Company immediately:
 - a. the change in residential status on return to India for permanent settlement.
 - b. the particulars of NRE Bank Account maintained in India with complete name and address of the Bank, if not furnished earlier.
16. Pursuant to Section 72 of the Companies Act, 2013, members holding shares in physical form are advised to file nomination in the prescribed Form SH-13 with the Company's Registrar & Share Transfer Agent. In respect of shares held in electronic/demat form, the members may please contact their respective depository participant.
17. The Securities and Exchange Board of India (SEBI) has mandated the submission of Permanent Account Number (PAN) by every participant in the securities market. Members holding shares in electronic form are, therefore requested to submit their PAN to their depository participants. Members holding shares in physical form can submit their PAN to the Company's Registrar M/s. CB Managements Services Pvt. Ltd., P-22, Bondel Road, Kolkata-700 019. Requisite Form in this regard, is annexed to the Notice.
18. SEBI has amended relevant provisions of the Listing Regulations to debar listed companies from accepting request for transfer of securities which are held in physical form, with effect from April 1, 2019. The shareholders who continue to hold shares and other types of securities of listed companies in physical form even after this date, will not be able to lodge the shares with company / its RTA for further transfer. They will need to convert them to demat form compulsorily if they wish to effect any transfer. Only the requests for transmission and transposition of securities in physical form will be accepted by the listed companies / their RTAs. All shareholders holding shares in physical form have been duly notified of the same by Postal mode of communication and have been provided with the requisite form for furnishing PAN and Bank details.
19. Members who are holding shares in identical order or names in more than one folio are requested to send the Company/Registrar and Share Transfer Agent, the details of such folios together with the Share Certificates for consolidating their holdings in one such folio.
20. Members are requested to quote their Folio number/DP I.D. and Client I.D. in all correspondence.
21. Members holding share in dematerialized form are requested to bring their Depository Account No. and Client ID. No. for identification.
22. Members are requested to note that trading in Securities of the Company are compulsorily in dematerialized form only. Hence members who are yet to dematerialize their shares are advised to do so. Presently, trading in the securities of the Company has been suspended by the BSE Ltd. due to penal reasons.
23. The Company has not declared any dividend and hence, the requirement of transfer

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of unclaimed dividend to the Investor Education and Protection Fund (IEPF) is not applicable for the Company.

24. The Company has designated an exclusive e-mail id, viz: kwalitycredit50@yahoo.com to enable investors to register their complaints/queries, if any. Alternatively, the members may also write to Mr. Bhagwan Das Soni (DIN: 02308414), Managing Director, at the Registered Office of the Company (Phone Number: 9681634539), for the redressal of their queries/redressal of complaints.

25. The business set out in the notice will be transacted through remote e-voting and Voting through Ballot at the Annual General Meeting. Instructions and other information relating to e-voting are given in the notice under note number 26. The Company will also send communication relating to remote e-voting which, inter alia, would contain details about user ID and password, alongwith a copy of this Notice to the members separately.

26. Voting Through Electronic Means :

- I. Pursuant to the provisions of Section 108 and other applicable provisions, if any, of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended from time to time and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to offer Electronic Voting facility (remote e- voting) to its members to cast their votes electronically on all resolutions set forth in this Notice. 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 either through voting system or 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 begins on December, 27, 2020 at 9.00 a.m. (IST) and ends on December, 29, 2020 at 5.00 p.m. (IST). During this period shareholders’ of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date of December 23, 2020, may cast their vote by remote e-voting. The remote e-voting module shall be disabled by CDSL for voting thereafter.
 - (ii) Shareholders who have already voted prior to the meeting date would not be entitled to vote at the meeting venue.
 - (iii) The shareholders should log on to the e-voting website www.evotingindia.com.
 - (iv) Click on “Shareholders” tab.
 - (v) 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.
 - (vi) Next enter the Image Verification as displayed and Click on Login.

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(vii) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.

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

	For Members holding shares in Demat Form and Physical Form
PAN	<p>Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none">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.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.
Dividend Bank Details or Date of Birth (DOB)	<p>Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.</p> <p>If both the details are not recorded with the depository or company then please enter the member-id / folio number in the Dividend Bank details field as mentioned in above instruction (v).</p>

(ix) After entering these details appropriately, click on "SUBMIT" tab.

(x) 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.

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

(xii) Click on the EVSN for the relevant Company Name i.e. KWALITY CREDIT & LEASING LTD. on which you choose to vote.

(xiii) 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.

(xiv) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.

(xv) 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

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change your vote, click on “CANCEL” and accordingly modify your vote.

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

(xvii) You can also take a print of the votes cast by clicking on “Click here to print” option on the Voting page.

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

(xix) 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. Apple and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow the instructions as prompted by the mobile app while voting on your mobile.

(xx) Note for Non – Individual Shareholders and Custodians

- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to 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.
- After receiving the login details a Compliance User 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.
- The list of accounts linked in the login should be mailed to 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.

(xxi) 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, under help section or write an email to helpdesk.evoting@cdslindia.com or contact them at 1800 22 5533.

28. 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 csamitjajodia@gmail.com with a copy marked to helpdesk.evoting@cdslindia.com on or before 29th December, 2020 upto 5.00 p.m. without which the vote shall not be treated as valid.

29. 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 23rd December, 2020. A person who is not a member as on cut- off date should treat this notice for information purpose only.

30. Only those members who attend the AGM, holding shares either in physical form or in dematerialized form, and are entitled to vote as on the cut-off date of December 23, 2020, but have not exercised their right to vote by electronic means, can cast their vote at the Annual General Meeting. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote, provided the votes

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are not already cast by remote e-voting by the first holder.

31. The shareholders shall have one vote per equity share held by them as on the cut-off date of 23rd December, 2020. The facility of e-voting would be provided once for every folio / client id, irrespective of the number of joint holders.
32. Investors who became members of the Company subsequent to the dispatch of the Notice / Email and hold the shares as on the cut-off date i.e. 23rd December, 2020, are requested to send the written/ email communication to Company at kwalitycredit50@yahoo.com or its Registrar and Share Transfer Agent, i.e.: M/s. CB Managements Services Pvt. Ltd. at rta@cbmsl.com by mentioning their Folio No. / DP ID and Client ID to obtain the Login-ID and Password for e-voting
33. Mr. Amit Jajodia, Practicing Company Secretary in Practice (Certificate of Practice Number 14303, Membership No. 37613) 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 48 hours 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.
34. The Results declared along with the Scrutinizer's Report shall be placed on the Company's website www.kwalitycredit.com and on the website of CDSL. The same will be communicated to the BSE Ltd. and the Calcutta Stock Exchange Limited, where the Equity Shares of the Company are listed.

Place : Kolkata
Date : 02.12.2020

**By Order of the Board
For Kwality Credit & Leasing Ltd.**

**Amu Thapa
Director
DIN-00674928**

Item No. 3:

DISCLOSURE IN TERMS OF REGULATION 36(5) OF THE LISTING REGULATIONS.

M/s. Arun Jain & Associates, Chartered Accountants (FRN : 325867E) of 2B, Grant Lane, 2nd Floor Room No. 74, Kolkata-700 012, was appointed to fill the casual vacancy caused due to the resignation of the erstwhile Statutory Auditor. Accordingly M/s Arun Jain & Associates. has audited the financial statement for the year ended 31st March, 2020.

Further, the Board of Directors of the Company ('the Board'), on the recommendation of the Audit Committee ('the Committee'), has proposed and recommended their appointment for a period of two years for auditing the financial statements for the period ended : 31st March, 2021 & 31st March, 2022. If appointed, they shall hold office till the conclusion of the 30th AGM to be held in the calendar year 2022.

The remuneration of the erstwhile Statutory Auditor - M/s Paschisia & Associates was Rs. 20,000/- plus goods and service tax as applicable and reimbursement of out-of-pocket expenses incurred, if any. The proposed remuneration of M/s. Arun Jain & Associates. is Rs. 22,500/- plus Goods and Service Tax.

The scope of work will be : Audit of accounts for the aforementioned periods.

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Any change in the terms and conditions of their appointment, including Audit Fee, in the near future, will be made with the mutual consent of the Board of Directors (on the recommendation of the Audit Committee) and M/s. Arun Jain & Associates.

The Board has received the consent letter alongwith a certificate of eligibility in terms of section 139 read with section 141 of the Act and the rules framed thereunder from M/s. Arun Jain & Associates., Chartered Accountants (FRN : 325867E).

The Committee while determining the terms and conditions of appointment, including remuneration, considered various parameters like capability to serve a diverse and complex business landscape as that of the Company, audit experience in the Company's operating segments, market standing of the firm, clientele served, technical knowledge etc., and found M/s. Arun Jain & Associates., to be best suited to handle the scale, diversity and complexity associated with the audit of the financial statements of the Company.

The aforementioned details are also in line with the requisite disclosure requirement as per Regulation 36(5) of the Listing Regulations.

None of the other Director(s) / Key Managerial Personnel(s) of the Company / their relatives are, in any way, concerned or interested, financially or otherwise, in the above resolution.

The above ordinary resolution being in the interest of the Company is recommended for the approval of the members.

Place : Kolkata
Date : 02.12.2020

**By Order of the Board
For Kwality Credit & Leasing Ltd.**

Sd/-
Amu Thapa
Director
DIN-00674928

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ANNEXURE TO THE NOTICE

DETAILS OF DIRECTORS SEEKING APPOINTMENT/RE-APPOINTMENT - PURSUANT TO REGULATION 36(3) OF SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015 AND THE SECRETARIAL STANDARD ON GENERAL MEETINGS (SS-2).

Name of the Director	Mr. Bhagwan Das Soni (DIN-02308414)
Nature of Directorship	Executive Non- Independent Managing Director
Date of Birth	14/11/1965
Date of Appointment	a) Date of first appointment on the Board:- 09/07/2012. b) Date of appointment as a Managing Director :- 01/01/2013 c) Date of re-appointment as a Managing Director :- 01/01/2020
Age	55 years.
Brief Resume	Since his appointment, he has been playing a pivotal role in the Management of the Company. His foresightedness coupled with his innovative skills, have paved the way for a bright future for the Company.
Terms and conditions of appointment / re-appointment.	Executive Non- Independent Managing Director, liable to retire by rotation.
Details of remuneration sought to be paid	Entitle to receive remuneration of Rs. 3,15,000/- p.a.
Remuneration last drawn	Rs. 3,15,000/- p.a.
Experience and nature of his expertise in specific functional areas.	20 years of work experience in the fields of Finance and Medicine.
Qualification	B. Com
Number of shares held in the Company.	Nil
Names of other companies in which the person also holds the directorship.	1. Wonderland Paper Suppliers Pvt. Ltd. 2. Zonal Commercial Pvt. Ltd. 3. KCL Iron & Steels Ltd. 4. AMM Irons Ltd. 5. Anumati Stock Broking Pvt. Ltd. 6. AMM Housing Ltd. 7. Jaguar Infra Developers Ltd. 8. Shreyans Embroidery Machine Pvt. Ltd.
Number of Meetings of the Board attended during the year (i.e. F.Y. 2019-2020).	Attended all the five meetings of the Board during the Financial Year 2019-2020. The details of the same, is morefully described in the Corporate Governance Report which forms part of the Annual Report.
Memberships/Chairmanships of Committees on the Board of other Companies.	He is member of the Audit Committee and Stakeholders Relationship Committee on the Board of other Company.
Disclosure of Relationships between directors inter-se.	None.

Note:

1. Information pertaining to sitting fees/remuneration paid to the Director who is being appointed/re-appointed and number of Board meetings attended by the respective director during the financial year 2019-2020 is provided in the Corporate Governance Report.

2. The proposal for appointment / re-appointment/continuation of appointment has been approved by the Board pursuant to the recommendation of the Nomination and Remuneration Committee considering the concerned director's skills, experience and knowledge and positive outcome of performance evaluation.

Place: Kolkata
Date : 02.12.2020

By Order of the Board
For Kwality Credit & Leasing Ltd.
Sd/-
Amu Thapa
Director
DIN-00674928

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IMPORTANT & URGENT FOR YOUR IMMEDIATE ACTION

Date:

Dear Shareholder(s),

Sub.: Mandatory update of PAN and Bank details against your share holding

Pursuant to SEBI circular SEBI/HO/MIRSD/DOP1/CIR/P/2018/73 dated 20th April, 2018, shareholders whose ledger folios do not have/have incomplete details with respect to PAN and Bank Account particulars are mandatorily required to furnish these details to the Issuer Company/RTA for registration in the folio. **As per our records, your folio needs to be updated with the PAN / Complete Bank Account details so that the investments held by you are in compliance with the aforementioned circular.**

You are hence requested to submit the following documents within 21 days of receipt of this communication:

- Enclosed Form duly filled in and signed by all the shareholders.
- Self-Attested Copy of Pan Card of all the shareholders,
- Cancelled Cheque Leaf with Name (if name is not printed on cheque - self-attested copy of first page of pass book) of all the shareholders and
- Address Proof (self-attested copy of Aadhaar-Card of all the shareholders)

In case if you have any queries or need any assistance in this regard, please contact;

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Thanking you,

Place : Kolkata
Date : 02.12.2020

By Order of the Board
For Kwality Credit & Leasing Ltd.

Sd/-
Amu Thapa
Director
DIN-00674928

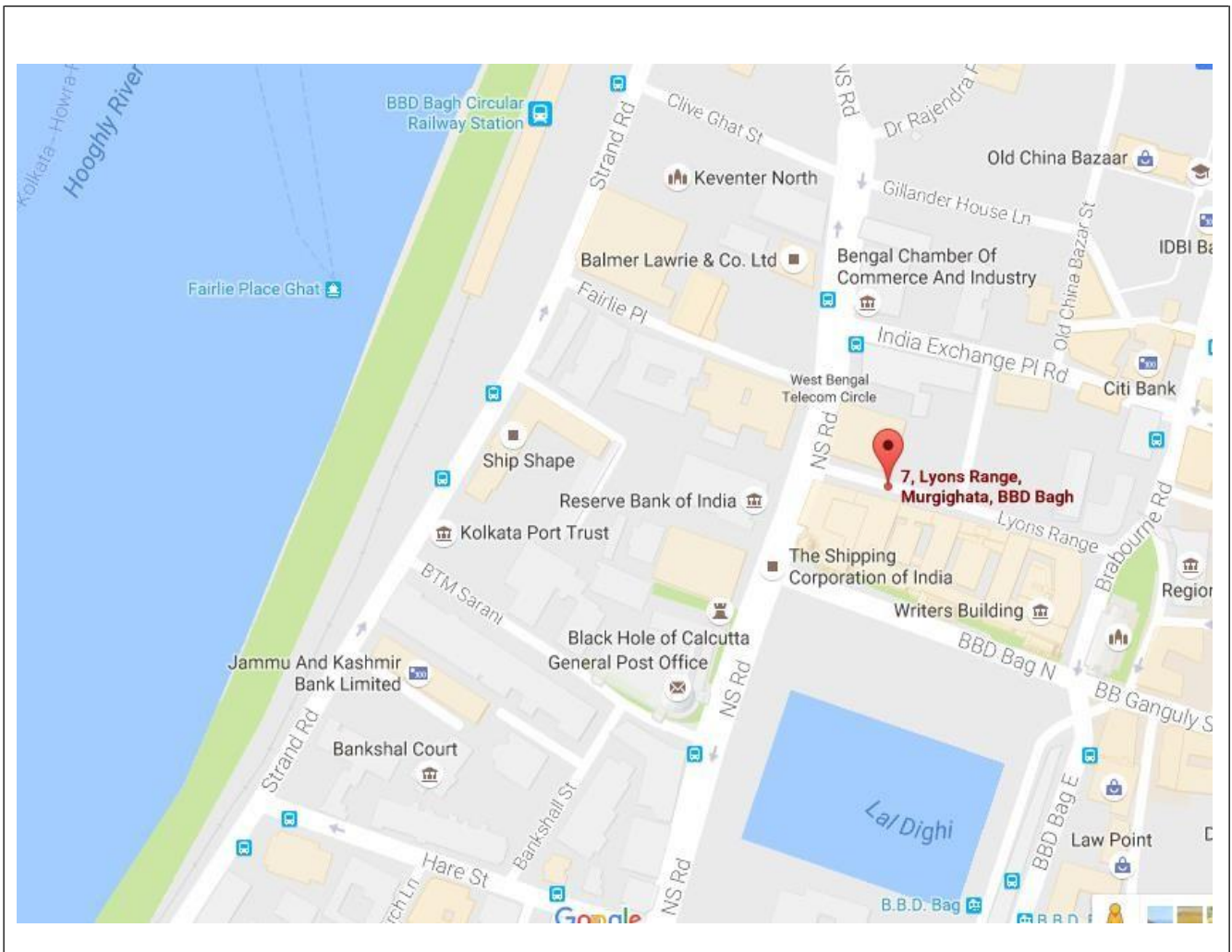
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MAP (DIRECTION GUIDE) OF THE VENUE OF THE ANNUAL GENERAL MEETING

7, Lyons Range, 3rd Floor, Room No. 9 & 10, Kolkata – 700 001

(Landmark-The AGM venue shall be held on the 3rd Floor of the Building which is famous for being the office of inter alia, The Calcutta Stock Exchange Limited, and is located at Lyons Range, hardly few meters away off the Netaji Subhas Road, just behind Writer's Building)



KWALITY CREDIT & LEASING LTD.

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Phone- 9681634539, E-Mail Id - kwalitycredit50@yahoo.com, Website www.kwalitycredit.com
CIN-L65921WB1992PLC056686

ATTENDANCE SLIP

(To be handed over at the entrance of the Meeting Hall)
(Annual General Meeting – December 30, 2020)

Folio No.: _____ DP ID No.: _____ Client ID No.: _____

Name of Member(s): _____

Name of the Proxy holder: _____

Registered Address: _____

Number of Shares Held: _____

I/We hereby record my/our presence at the 28th Annual General Meeting of the Company on Wednesday, the 30th day of December, 2020 at 12.30 p.m. at the registered office of the Company at 7, Lyons Range, 3rd Floor, Room No. 9 & 10, Kolkata - 700 001.

SIGNATURE OF THE MEMBER/REPRESENTATIVE/PROXY*

***Strike out whichever is not applicable**

Note:

1. Please complete the Folio / DP ID-Client ID No. and name, sign this Attendance Slip and hand it over at the Attendance Verification Counter at the ENTRANCE OF THE MEETING HALL.
2. Electronic copy of the Annual Report for 2019-2020 and Notice of the Annual General Meeting (AGM) alongwith Attendance Slip and Proxy Form is being sent to all the members whose email address is registered with the Company/Depository Participant unless any member has requested for a hard copy of the same. Members receiving electronic copy and attending the AGM can print copy of this Attendance Slip.
3. Physical copy of the Annual Report for 2019-2020 and Notice of the Annual General Meeting alongwith Attendance Slip and Proxy Form is sent in the permitted mode(s) to all members whose email is not registered or have requested for a hard copy.

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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]

Name of the member (s): Registered address: E-mail Id: Folio / DP ID-Client ID No.
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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 28th Annual General Meeting of the Company on Wednesday, the 30th day of December, 2020 at 12.30 p.m. at the registered office of the Company at 7, Lyons Range, 3rd Floor, Room No. 9 & 10, Kolkata - 700 001 and at any adjournment thereof of such resolutions as are indicated below:

Resolutio n No.	Resolutions	Optional*	
		For	Against
	Ordinary Business		
1.	Adoption of Standalone Financial Statements for the year ended March 31, 2020 and the Reports of the Auditors and Directors thereon.		
2.	To appoint a Director in place of Mr. Bhagwan Das Soni (DIN-02308414), who retires by rotation, and being eligible, seeks re-appointment as a Director of the Company.		
3.	To appoint Statutory Auditors M/s. Arun Jain & Associates, Chartered Accountants		

Signed this.....day of 2020
 Signature of shareholder.....
 Signature of Proxy holder(s).....

Affix Revenue Stamp not less than Re.1/-
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Note:

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, Explanatory Statement and Notes, please refer to the Notice of the 28th Annual General meeting.
3. It is optional to put a 'X' in the appropriate column against the Resolutions indicated in the Box. If you leave the 'For' or 'Against' column blank against any or all resolutions, your Proxy will be entitled to vote in the manner as he/she thinks appropriate.
4. Please complete all details including details of member(s) in above box before submission.

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FORM FOR FURNISHING PAN AND BANK DETAILS

To,

CB Managements Services Pvt. Ltd.
P-22, Bondel Road,
Kolkata-700 019

Dear Sir / Madam,

Unit: Kwality Credit & Leasing Ltd. Folio No. :

I/we hereby furnish our folio details along with PAN and Bank Account details for update in your records.
I/we are enclosing herewith:

- 1) Self-attested copies of PAN Cards of all the Shareholder(s),
- 2) Original cancelled cheque leaf with name (if name is not printed on cheque - self attested copy of the first page of the pass book of the bank) and
- 3) Address Proof viz., Aadhaar Card of all the shareholder(s), duly self attested, as required for updation of the details :

Folio No.	
Address of the sole/first named shareholder as per the share certificate	
Mobile No.	
E-Mail id	

Bank Account Details of Sole/First Shareholder : (for electronic credit of dividends)									
Name of the Bank									
Name of the Branch									
Account Number (as appearing in your cheque book)									
Account Type (Please tick as applicable)	Saving			Current			Cash Credit		
9 Digit MICR Number (as appearing on the MICR cheque issued by the bank)									
11 Digit IFSC Code									

	Name	PAN	Signature
First Holder :			
JointHolder1 :			
JointHolder2 :			

Date:

Place:

NB: The above details will not be updated if the supporting documents are not attached and not duly signed by all the shareholders.