

**Royal Cushion Vinyl Products Limited**

Cin no: L24110MH1983PLC031395

“Shlok” 60 – CD,

Govt. Industrial Estate, Charkop,

Kandivali (W), Mumbai – 400 067

Tel: + 91 22 32655828, 28603514, 16

Website: www.rcvp.in

**Fax No: 22723121**

September 03, 2020

The DCS-CRD

**BSE Ltd.**

Corporate Relation Department

1<sup>st</sup> Floor, New Trading Ring,

Rotunda Building, Phiroze Jeejebhoy Towers,

Mumbai 400 001

**Kind Attn: Mr. Rakesh Parekh**

**Scrip Code No. 526 193**

Dear Sir,

**Sub: 36<sup>th</sup> Annual General Meeting and Closure of Share Transfer Books under Regulation 42 of the SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015.**

We wish to inform you that the 36<sup>th</sup> Annual General Meeting (AGM) of the Company will be held on Wednesday, 30<sup>th</sup> September, 2020 at 12.30 p.m. through Video Conferencing / Other Audio Visual Means (VC/OAVM) to transact the business as set out in the notice convening the said Annual General Meeting which is e-mailed to the shareholders of the Company.

The Notice of the 36<sup>th</sup> AGM and the Annual Report for the financial year 2019-20 has been sent in electronic mode to Members whose e-mail IDs are registered with the Company or the Depository Participant(s). The requirements of sending physical copy of the Notice of the AGM and Annual Report to the Members have been dispensed with vide MCA Circular/s and SEBI Circular. The Notice of the 36<sup>th</sup> .AGM which is a part of the Company's Annual Report 2019-20 is also uploaded on the website of the Company at [www.rcvp.in](http://www.rcvp.in) We request you to also upload the same on your website [www.bseindia.com](http://www.bseindia.com).

The Annual Report for the financial year 2019-20 of which the notice of the 36<sup>th</sup> AGM is a part is also available on the Company's website [www.rcvp.in](http://www.rcvp.in). Members who have not received the Annual Report may download it from the Company's website or may request for an electronic copy of the same by writing to the Company at [legalho83@gmail.com](mailto:legalho83@gmail.com).

We further wish to inform you that pursuant to the provisions of Section 91 of the Companies Act, 2013, the Register of Members and Share Transfer Books of the Company will remain closed from Thursday, 24<sup>th</sup> September, 2020 to Wednesday, 30<sup>th</sup> September, 2020, both days inclusive for the purpose of AGM.

Further we also wish to intimate that the Board of Directors of the Company inter alia have approved the following :-

- 1) Notice of AGM
- 2) Director's Report for the financial year 2019-2020.
- 3) To appoint Secretarial Auditor.

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4)The Register of members and the Share Transfer books of the Company shall remain closed from 24<sup>th</sup> day of September, 2020 to 30<sup>th</sup> day of September, 2020 (both days inclusive). For the purpose of 36<sup>th</sup> Annual General Meeting of the Company.

5)Appointed M/s. Loya and Associates as Scrutinizer for conducting e-voting process in the ensuing Annual General Meeting.

6)Any other business with the permission of Chairman and with the consent of majority of the Directors present in the meeting, which should include at least one Independent Director.

Pursuant to the provisions of Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014 as amended by the Companies (Management and Administration) Rules, 2015 and Regulation 44 of the Listing Regulations, the Company is pleased to provide Members, the facility to exercise their right to vote on Resolutions set forth in the Notice of the AGM, by electronic means i.e., Remote e-Voting. The facility of casting votes by Members using an electronic voting system from a place other than the venue of the AGM (Remote e-voting) will be provided by National Securities Depository Limited (NSDL).

The details pursuant to the provisions of Section 108 of the Companies Act, 2013 and the relevant Rules prescribed thereunder are as follows:

1. The business may be transacted through voting by electronic means.
2. Date and time of commencement of remote e-voting: Sunday, 27<sup>th</sup> September, 2020 (9.00 a.m.).
3. Date and time of end of remote e-voting: Tuesday, 29<sup>th</sup> September, 2020 (5.00 p.m.).
4. Cut-off Date: Wednesday, 23<sup>rd</sup> September, 2020.
5. Any person, who acquire shares of the Company and becomes member of the Company after dispatch of the notice and holding shares as of the cut-off date i.e. 23<sup>rd</sup> September, 2020 may obtain the login ID and password by sending an e-mail to [toevoting@nsdl.co.in](mailto:toevoting@nsdl.co.in) by mentioning his Folio No.IDP ID and Client ID No. However, if any shareholder is already registered with NSDL for remote e-voting, then he can use his existing User ID and password for casting his vote. If any shareholder forgets his password, he can reset his password by using "Forgot User Details/Password" or "Physical User Reset Password" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or contact NSDL at the following Toll Free No: 1800222 990.
6. E-voting by electronic mode shall not be allowed beyond 5.00 p.m. on 29<sup>th</sup> September, 2020.
7. The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM thru VC/OAVM but shall not be entitled to cast their vote again.

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8. Members of the Company holding shares either in physical form or in dematerialized form as on the cut-off date of 23<sup>rd</sup> September, 2020 only shall be entitled to avail the facility of remote e-voting as well as voting at the Annual General Meeting. The voting rights of the members shall be in proportion to their shares of the paid-up equity share capital of the Company.

9. The Company is also providing remote e-voting facility to its members in respect of the business to be transacted during the 36th AGM. Members may follow the same procedure for e-Voting during the 36th AGM as mentioned above for remote e-Voting. Only those Members, who will be present in the 36th AGM through VCDVM Facility and have not cast their vote on the Resolutions through remote e-Voting shall be eligible to vote through e-Voting system in the 36th AGM.

10. The Annual Report for the financial year 2019-20 of which the Notice of the 36th AGM is a part is also available on the Company's website www.rcvp.in and on the website of National Securities Depository Ltd. (NSDL) www.evoting.nsdl.com.

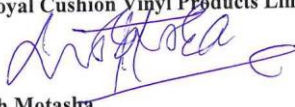
11. The shareholders may contact the undersigned for any grievances connected with electronic voting: Ms. Nivedita Juvatkar, Company Secretary,  
Royal Cushion Vinyl Products Limited  
60 CD, SHLOK, Govt. Industrial Estate, Charkop, Kandivali West, Mumbai - 400067 E-mail: legalho83@gmail.com Tel: (022) 28603514.

Kindly take this information on record.

The meeting of the Board of Directors held today commenced at 1.30 pm and concluded at 2.30 pm.

Thanking you,

Yours faithfully,  
For Royal Cushion Vinyl Products Limited

  
Jayesh Motashra  
Director  
00054236

