



**बामर लॉरी एण्ड कं. लिमिटेड**  
(भारत सरकार का एक उद्यम)  
**Balmer Lawrie & Co. Ltd.**  
(A Government of India Enterprise)

सचिव का विभाग  
21, नेताजी सुभाष रोड, कोलकाता-700 001 (भारत)  
फोन : (91) (33) 2222 5329 / 5314 / 5209

**SECRETARY'S DEPARTMENT**  
21, Netaji Subhas Road, Kolkata - 700 001 (INDIA)  
Phone : (91) (33) 2222 5329 / 5314 / 5209  
E-mail : bhavsar.k@balmerlawrie.com  
CIN : L15492WB1924GOI004835

Date: 7<sup>th</sup> July, 2018

The Secretary,  
National Stock Exchange of India Ltd.  
Exchange Place  
Bandra-Kurla Complex  
Bandra (E),  
Mumbai – 400 051  
Company Code : **BALMLAWRIE**

The Secretary,  
BSE Ltd.  
Phiroze Jeejeebhoy Towers  
Dalal Street  
Mumbai- 400001  
Company Code : **523319**

Dear Sir(s),

**Sub.: a) Disclosures under Regulation 30 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (LODR) of intimation of date of Annual General Meeting (AGM), schedule of e-voting, cut-off dates for dividend distribution and e-voting and appointment of scrutinizer and other disclosures pertaining to outcome of the Board Meeting.**

**b) Notice of Book Closure as per Regulation 42 of the SEBI (LODR)**

Further, to our intimation dated 20<sup>th</sup> June, 2018 and pursuant to SEBI (LODR), please note that the Board at its Meeting dated 7<sup>th</sup> July, 2018, considered and approved the following:

- 1) The 101<sup>st</sup> Annual General Meeting (AGM) of the Company shall be held on **Wednesday, 12<sup>th</sup> September, 2018.**
- 2) The remote e-voting period for the 101<sup>st</sup> AGM shall commence on **8<sup>th</sup> September, 2018 (9:00 a.m.)** and end on **11<sup>th</sup> September, 2018 (5 p.m.)**. During this period, Members of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date of **5<sup>th</sup> September, 2018 (end of day)**, may cast their vote electronically.
- 3) The Register of Members and the Share Transfer Books of the Company shall remain closed from **Thursday, 6<sup>th</sup> September, 2018 to Wednesday, 12<sup>th</sup> September, 2018** (both days inclusive) for the purpose of distribution of dividend for the Financial Year 2017-18 and also 101<sup>st</sup> Annual General Meeting of Balmer Lawrie & Co. Ltd.
- 4) Shri Mohan Ram Goenka, a Company Secretary in whole-time practice, has been appointed to act as a scrutiner for the entire voting process (remote e-voting as well

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as voting at AGM venue) to ensure that the voting is conducted in a fair and transparent manner.

- 5) Upon declaration by the members, dividend for Financial Year 2017-18 shall be paid within 30 days of the 101<sup>st</sup> AGM to those shareholders, who are holding shares of the Company as on the **Cut-off date, Wednesday, 5<sup>th</sup> September, 2018** (end of day) fixed for this purpose.
- 6) Alteration of Clause 5 of the Memorandum of Association of the Company to increase the Authorised Share Capital of the Company from Rs. 120 Crore to Rs.300 Crore.

The meeting commenced at 12:00 Noon (IST) and concluded at 02:30 p.m. (IST).

Thanking You,

Yours faithfully,

**For Balmer Lawrie & Co. Ltd.**



**Kaustav Sen**  
**Compliance Officer**