

SITA ENTERPRISES LIMITED

Registered Office: 415-416, Arun Chambers, Tardeo Road, Mumbai – 400 034.

CIN: L45202MH1982PLC026737 **Tel No.:** 022-66627383 **Fax:** 022-66627384

Website: www.sitaenterprises.com **Email Id:** sitaenterprisesltd@yahoo.com

Dear Member:

Date : 3rd September, 2019

Notice is hereby given that the Thirty Sixth Annual General Meeting of the members of Sita Enterprises Ltd. will be held on Friday the 27th September, 2019 at 9.00 A.M. at 415-416, Arun Chambers, Tardeo Road, Mumbai - 400 034.

Pursuant to the provisions of section 101 of the Companies Act, 2013 and Rule 18 of the Companies (Management and Administration) Rules, 2014, the Annual Report of the Company for the Financial Year 2018-19, which comprises of the Notice for the 36th Annual General Meeting, Director's Report, Auditor's Report, Audited Financial Statements etc. for the year ended March 31, 2019, is attached for your perusal.

The Company has provided remote e-voting facility to the shareholders with NSDL beginning at 09:00 A.M. on 24th September, 2019 and ending at 05:00 P.M. on 26th September, 2019. Particulars of E-voting are given in the attached Notice, Attendance Slip and Proxy Form.

The above referred documents can also be accessed from the "Shareholders" section of the website of the Company i.e. **website:** www.sitaenterprises.com.

If you desire to receive any of the above documents in physical form, you may send your request through an-email addressed to sitaenterprisesltd@yahoo.com

Regards

For Sita Enterprises Limited

Priyanka Kakhani
Company Secretary