

**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](http://www.sitaenterprises.com) **Email Id:** [sitaenterprisesltd@yahoo.com](mailto:sitaenterprisesltd@yahoo.com)

Dear Member:

Notice is hereby given that the Thirty Fifth Annual General Meeting of the members of Sita Enterprises Ltd. will be held on Friday the 28<sup>th</sup> September, 2018 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 2017-18, which comprises of the Notice for the 35th Annual General Meeting, Director's Report, Auditor's Report, Audited Financial Statements etc. for the year ended March 31, 2018, 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 25<sup>th</sup> September, 2018 and ending at 05:00 P.M. on 27<sup>th</sup> September, 2018. 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](http://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](mailto:sitaenterprisesltd@yahoo.com)

Regards

**For Sita Enterprises Limited**

**Priyanka Kakhani**  
**Company Secretary**