

Registered Office:  
Voith Paper Fabrics India Limited  
113/114 A, Sector-24  
Faridabad (Haryana)  
Delhi NCR / 121 005 / India  
Phone +91 129 4292 200  
Fax +91 129 2232 072

## **NOTICE FOR ANNUAL GENERAL MEETING AND BOOK-CLOSURE**

Notice is hereby given that the 46<sup>th</sup> Annual General Meeting (AGM) of the Company will be held on Friday, 8<sup>th</sup> July, 2016 at 3:30 p.m. at Magpie Tourist Complex of Haryana Tourism Corporation Ltd., Sector 16-A, Mathura Road, Faridabad - 121002, Haryana.

The Notice of 46<sup>th</sup> AGM and Annual Report for the year ended 31<sup>st</sup> March, 2016 has been sent to all the members electronically at the email IDs registered with the Company/Depository Participant and the physical copy has also been posted to other eligible members individually at their addresses registered with the Company/share transfer agent of the Company.

Members holding shares in physical form or in dematerialized form may cast their vote electronically on the Ordinary and Special Business as set out in the Notice. Members, who have exercised their right to vote by remote e-voting, may also attend the meeting but shall not be allowed to vote again at the meeting. However, remote e-voting facility is optional and a member may physically vote at the AGM by poll.

Cut-off date for the purpose of e-voting is Saturday, 2<sup>nd</sup> July, 2016 and a person, whose name is recorded in the register of members or in the register of beneficial owners maintained by depositories as on cut-off date, shall only be entitled to avail the facility of remote e-voting as well as voting at the AGM.

The remote e-voting facility shall commence on Tuesday, 5<sup>th</sup> July, 2016 at 9:00 a.m. and shall end on Thursday, 7<sup>th</sup> July, 2016 at 5:00 p.m. E-voting portal shall be blocked after the aforesaid date and time for voting. Once the vote is cast by the member on any resolution, the member shall not be allowed to change it subsequently.

Any person who acquires shares after dispatch of the Notice of AGM and holding shares as on the cut-off date may obtain the login ID and password by sending a request at [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)

The Notice of AGM is also available on the company's website [www.voithpaperfabricsindia.com](http://www.voithpaperfabricsindia.com) and on CDSL's website [www.evotingindia.com](http://www.evotingindia.com). In case of any queries relating to e-voting, members may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at [www.evotingindia.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com). In case of any grievance relating to e-voting facility, members may contact Mr. C. S. Gugliani, the Company Secretary at the Registered Office of the Company or may write to him at [investorcare.vffa@voith.com](mailto:investorcare.vffa@voith.com).

Further, in pursuance of Section 91 of the Companies Act, 2013, it may be noted that the Register of Members and Share transfer books of the company will remain closed from Saturday, 25<sup>th</sup> June, 2016 to Friday, 8<sup>th</sup> July, 2016 (both days inclusive) for determining the entitlement of shareholders to receive dividend for the year ended 31<sup>st</sup> March, 2016, if declared.

For Voith Paper Fabrics India Limited

Date : 7<sup>th</sup> June, 2016  
Place : Faridabad

Sd/-  
C. S. Gugliani  
Company Secretary  
FCS No. 4301