

**VIVACHEM INTERMEDIATES PRIVATE LIMITED**

CIN: U24304PB2018PTC047556

Registered Office Address: Plot No. A-1, Industrial Focal Point Raikot, Ludhiana, Punjab-141109. Email ID: contact@vivachem.co.in  
Address at which the books of account are to be maintained: SCF 34, 35, 36, First Floor, E-Block Shaheed Bhagat Singh Nagar, Ludhiana, Punjab, India, 141001

**NOTICE OF 6TH ANNUAL GENERAL MEETING AND BOOK CLOSURE**

Notice is hereby given that the 6th Annual General Meeting (AGM) of Vivachem Intermediates Private Limited (the Company) is scheduled to be held on Monday 30th Day of September 2024 at 11:00 A.M. at the registered office of the company at Plot No A-1, Industrial Focal Point, Raikot, Ludhiana. In accordance with MCA Circulars, the Company has sent the Notice of the AGM setting out the Ordinary and Special Business to be transacted along with Annual Report for the FY 2023-2024 through electronic mode, to all its members whose email IDs are registered with the Company as on Friday, September 06, 2024. The electronic dispatch of Annual Report & AGM Notice has been completed on September 06, 2024.

Notice is also hereby given that pursuant to Section 91 of the Companies Act 2013 read with rule 10 of Companies (Management and Administration) Rules, 2014, the Register of Members and Share Transfer Books of the Company will remain closed from Monday, September 23, 2024 to Monday, September 30, 2024 (both days inclusive) for the purpose of the AGM. Members whose email IDs are not registered, may get their email IDs registered by submitting a request letter to the Company at contact@vivachem.co.in

A person whose name is recorded in the Register of Members as on the Cut-off date i.e. Friday, September 20, 2024 only shall be entitled to avail the facility at the AGM. A person who is not a member as on the Cut-off date should treat this Notice for information purpose only.

If you have any queries or issues regarding attending AGM you can write an email to contact@vivachem.co.in

**For Vivachem Intermediates Private Limited**

Sd/-

Vijay Garg

Director

DIN: 06510248

**PLACE : Ludhiana**  
**DATE : September 07, 2024**