

# VOLTAS

18<sup>th</sup> May, 2018

BSE Limited  
Department of Corporate Services  
Phiroze Jeejeebhoy Towers  
Dalal Street  
Mumbai 400 001

National Stock Exchange of India Limited  
Listing Department  
Exchange Plaza  
Bandra-Kurla Complex  
Bandra (East), Mumbai 400 050

cc: NSDL/CDSL  
TSR Darashaw Limited  
(together with copy of Notice)

Dear Sir,

Sub: 64<sup>th</sup> Annual General Meeting - Closure of Share Transfer Books  
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This is to inform that the Sixty-Fourth Annual General Meeting (AGM) of the Company is scheduled to be held on Monday, 27<sup>th</sup> August, 2018 at 3.00 p.m. at Birla Matushri Sabhagar, 19, Sir Vithaldas Thackersey Marg, Mumbai 400 020.

2. In compliance with Regulation 42 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and pursuant to Section 91 of the Companies Act, 2013, we hereby inform that the Register of Members and the Share Transfer Books of the Company will remain closed from Tuesday, 7<sup>th</sup> August, 2018 to Monday, 27<sup>th</sup> August, 2018, both days inclusive, for the purpose of Annual General Meeting and dividend for the year ended 31<sup>st</sup> March, 2018. The Board has recommended dividend of 400% (Rs.4 per share of Re.1 each) for 2017-18, subject to approval of the shareholders at the 64<sup>th</sup> AGM.
3. Pursuant to Regulation 47 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we enclose herewith copy of the Notice of Book Closure which would be released for publication in newspapers.

Thanking you,

Encl:

Yours faithfully,  
**VOLTAS LIMITED**



(V. P. MALHOTRA)  
Vice President - Taxation,  
Legal & Company Secretary

## **VOLTAS LIMITED**

Corporate Management Office

Registered Office Voltas House 'A' Dr Babasaheb Ambedkar Road Chinchpokli Mumbai 400 033 India  
Tel 91 22 66656251 66656258 Fax 91 22 66656311 e-mail [vpmalhotra@voltas.com](mailto:vpmalhotra@voltas.com) website [www.voltas.com](http://www.voltas.com)

Corporate Identity Number L29308MH1954PLC009371

A **TATA** Enterprise

**VOLTAS LIMITED**

(CIN: L29308MH1954PLC009371)

Website: [www.voltas.com](http://www.voltas.com); E-mail: [shareservices@voltas.com](mailto:shareservices@voltas.com)

Telephone No. 91 22 66656511 Fax No. 91 22 66656311

NOTICE

Notice is hereby given pursuant to Section 91 of the Companies Act, 2013 read with Rule 10 of Companies (Management and Administration) Rules, 2014 that the Register of Members and the Share Transfer Books of the Company will remain closed from Tuesday, 7<sup>th</sup> August, 2018, to Monday, 27<sup>th</sup> August, 2018, both days inclusive, for the purpose of 64<sup>th</sup> Annual General Meeting (AGM) and dividend for the year ended 31<sup>st</sup> March, 2018.

The 64<sup>th</sup> AGM of the Company is scheduled to be held on Monday, 27<sup>th</sup> August, 2018 at 3.00 p.m. at Birla Matushri Sabhagar, 19, Sir Vithaldas Thackersey Marg, Mumbai 400 020.

The Board of Directors have, at its Meeting held on 17<sup>th</sup> May, 2018, recommended dividend of Rs.4 per share of Re.1 each (400%) for 2017-18, subject to approval of the shareholders at the 64<sup>th</sup> AGM.

This Notice shall also be available on the website of the Company at [www.voltas.com](http://www.voltas.com) and on the websites of BSE Limited at [www.bseindia.com](http://www.bseindia.com) and National Stock Exchange of India Limited at [www.nseindia.com](http://www.nseindia.com).

VOLTAS LIMITED

V.P. Malhotra

Vice President – Taxation, Legal &  
Company Secretary

Mumbai  
18<sup>th</sup> May, 2018

Registered Office:  
Voltas House 'A'  
Dr. Babasaheb Ambedkar Road  
Chinchpokli, Mumbai 400 033