



## MARUTI SUZUKI INDIA LIMITED

CIN : L34103DL1981PLC011375

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### NOTICE

#### BOOK CLOSURE AND E-VOTING INFORMATION FOR 35<sup>th</sup> ANNUAL GENERAL MEETING

Notice is hereby given that the 35<sup>th</sup> Annual General Meeting (AGM) of the members of the Company will be held on Thursday, the 8<sup>th</sup> September 2016 at 10:00 a.m. at Air Force Auditorium, Subroto Park, New Delhi- 110 010 to transact the Ordinary and Special Business as set out in the notice of the 35<sup>th</sup> AGM.

Pursuant to Section 91 of the Companies Act, 2013 (Act) read with the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the register of members and the share transfer books of the Company will remain closed from Friday, the 2<sup>nd</sup> September 2016 to Thursday, the 8<sup>th</sup> September 2016 (both days inclusive) for the purpose of determining members eligible to receive dividend on equity shares, if declared in the ensuing AGM.

The Company has completed the dispatch of the notice of AGM and the Annual Report for 2015-16. The communication and the notice along with the Annual Report for 2015-16 are available at websites [www.marutisuzuki.com](http://www.marutisuzuki.com) and <https://evoting.karvy.com>. The communication relating to remote e-voting, inter-alia, containing user ID and password has been dispatched to the members.

As per Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended, and Regulation 44 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide the facility to its members to exercise their right to vote by electronic means from a place other than the venue of the meeting ('remote e-voting'). The Company has engaged the services of Karvy Computershare Private Limited ('Karvy') as the authorised agency to provide remote e-voting facility. The details of the remote e-voting are as under:

1. Date and time of commencement of remote e-voting: 3<sup>rd</sup> September 2016 (9:00 a.m.)
2. Date and time of end of remote e-voting: 7<sup>th</sup> September 2016 (5:00 p.m.)
3. The remote e-voting shall not be allowed beyond 7<sup>th</sup> September 2016 (5:00 p.m.)
4. A person, whose name appears in the register of members/ beneficial owners as on the cut-off date i.e., 1<sup>st</sup> September 2016 shall only be entitled to avail the facility of remote e-voting as well as voting at the meeting.
5. A person who becomes member of the Company after dispatch of the notice of the meeting and holding shares as on the cut-off date, may obtain the user ID and password by following the detailed procedure as provided in the notice of the meeting which is available on Company's website and Karvy's website. If the member is already registered with Karvy for e-voting then he can use his existing user ID and password for casting the vote through remote e-voting.
6. A facility of voting through ballot paper shall also be made available at the AGM and members attending the meeting who have not already cast their vote by remote e-voting shall be able to exercise their right to vote at the meeting.
7. The members who have cast their vote by remote e-voting prior to the meeting may attend the meeting but shall not be entitled to cast their vote again.
8. In case of any queries/ grievances relating to remote e-voting, the members/ beneficial owners may contact at the following address:

Mr. Srikrishna P., Manager, Karvy Computershare Private Limited, Karvy Selenyum Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad- 500 032, Phone No. 040-67161700 or at toll free no. 1-800-34-54-001; e-mail- [evoting@karvy.com](mailto:evoting@karvy.com). Members may also write to the Company Secretary at [investor@maruti.co.in](mailto:investor@maruti.co.in) or Company's registered office.

For Maruti Suzuki India Limited

New Delhi  
13<sup>th</sup> August 2016

S. Ravi Aiyar  
Executive Director (Legal)  
& Company Secretary