

**SHORTER NOTICE OF 16<sup>TH</sup> ANNUAL GENERAL MEETING**

SHORTER NOTICE is hereby given that the 16<sup>th</sup> Annual General Meeting of the Members of Matix Fertilisers and Chemicals Limited (Matix) will be held on Tuesday, 30<sup>th</sup> December, 2025, at 11.30 am (IST) at Panagarah Industrial Park, Panagarah, Dist. Purba Bardhaman, West Bengal-713148, for transaction of the following business:

**ORDINARY BUSINESS**

1. To consider and adopt the Audited Financial Statements of the Company for the financial year ended 31<sup>st</sup> March 2025 along with reports of Statutory Auditors and the Board of Directors thereon and in this regard, to consider and, if thought fit, to pass with or without modification(s), the following resolution as an **Ordinary Resolution**:

“RESOLVED THAT the Audited Financial Statements of the Company for the financial year ended 31<sup>st</sup> March 2025, together with the reports of the Statutory Auditors and the Board of Directors thereon, be and are hereby considered and adopted.”

2. To appoint Mr. Nishant Y. Kanodia (DIN: 02009880) as a director, who retires by rotation and being eligible, offers himself for re-appointment and in this regard to consider and if thought fit, to pass, with or without modification(s), the following resolution as an **Ordinary Resolution**:

“RESOLVED THAT in accordance with the provisions of Section 152 and other applicable provisions of the Companies Act, 2013, Mr. Nishant Y. Kanodia (DIN: 02009880), who retires by rotation in this meeting, be and is hereby re-appointed as Director of the Company.”

**BY AND ON BEHALF OF THE BOARD**

**FOR MATIX FERTILISERS AND CHEMICALS LIMITED**

**(V. R. MURKAR)**

**COMPANY SECRETARY**

Place: Mumbai

Dated: 19<sup>th</sup> December, 2025.



**Matix Fertilisers and Chemicals Ltd**

**Corporate Office:**

Poonam Chambers, B Wing, 5th Floor  
Dr A B Road, Worli, Mumbai 400 018, India  
T: +91 22 6116 7000 E: info@matixgroup.com  
CIN: U24120WB2009PLC153272

**Registered Office:**

Panagarah Industrial Park  
Panagarah, Purba Bardhaman  
West Bengal 713 148, India  
T: +91 343 3502044 / +91 343 3502061

Corporate office: - Poonam Chambers, B wing, 5<sup>th</sup> Floor,

Dr. Annie Besant Road,

Worli, Mumbai-400018, Maharashtra, India

Registered Office: Panagarah Industrial Park, Panagarah

Dist. Purba Bardhaman, West Bengal 713148

## NOTES

- 1. A MEMBER ENTITLED TO ATTEND AND VOTE IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND PROXY NEED NOT BE A MEMBER OF THE COMPANY. THE PROXIES TO BE EFFECTIVE SHOULD BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY NOT LATER THAN 48 HOURS BEFORE THE COMMENCEMENT OF THE MEETING.**
2. Corporate members intending to send their authorized representatives to attend the meeting are requested to send a certified copy of the Board Resolution authorizing their representative to attend and vote on their behalf at the Meeting.
3. The shareholders are hereby informed that the Registrar of Companies, Kolkata has granted 3 months extension for holding 16<sup>th</sup> Annual General Meeting of the Company under section 96 (1) of the Companies Act, 2013.
4. Consent for Shorter Notice from Shareholders has been solicited, request Shareholders to provide their consent within 7 days from the date of this Shorter Notice. The Consent may be given in writing or through electronic mode.
5. The shareholders are hereby informed that the AGM shall be held as per this Notice subject to receipt of requisite number of consents by the Company in accordance with such shorter notice and applicable law.
6. Members are requested to: a) complete the attendance slip and deliver the same at the entrance of the meeting hall. b) bring their copies of the Notice at the time of attending the 16<sup>th</sup> Annual General Meeting. c) send their questions if any, at least 7 days before the Annual



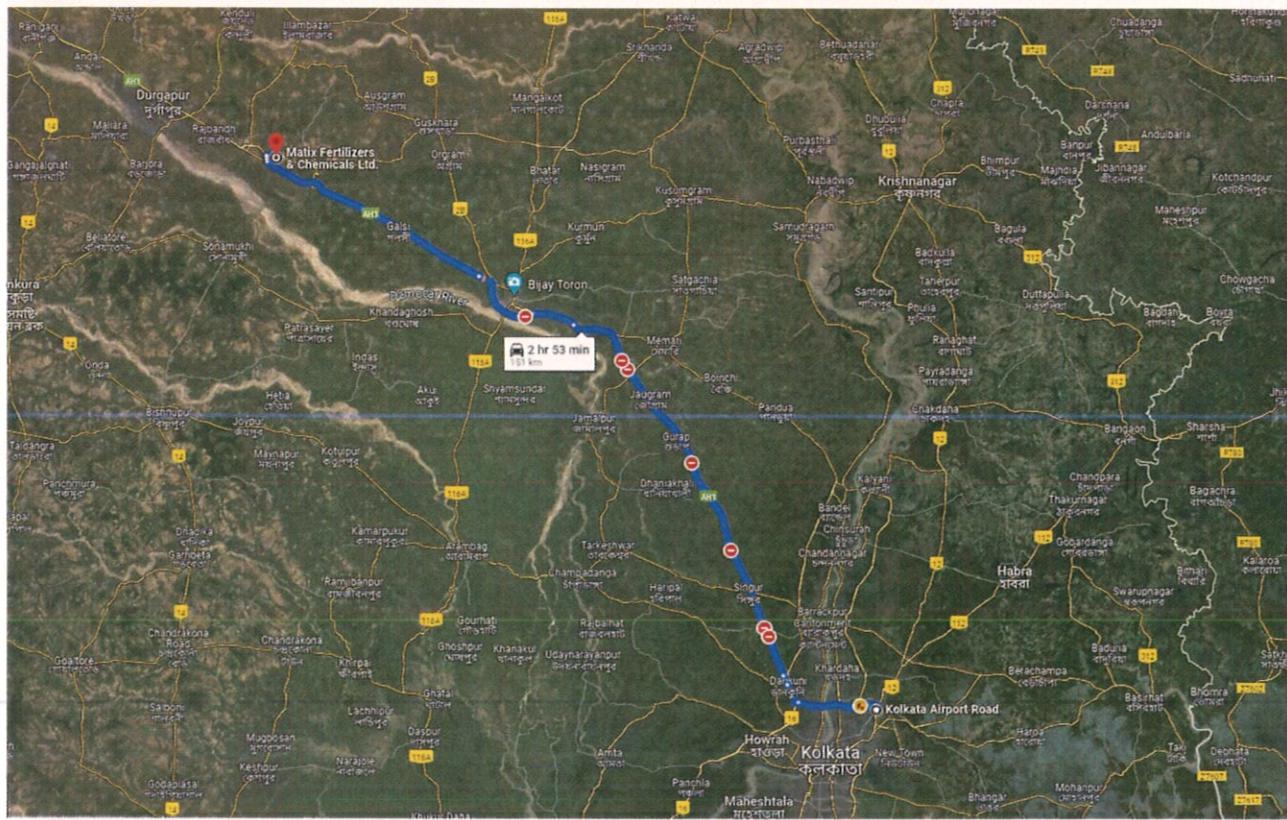
General Meeting about any further information on Audited Financial Statements so as to enable the Company to prepare to answer satisfactorily.

7. A proxy shall not vote except on a poll.
8. Members holding shares in the dematerialized mode are requested to intimate all changes with respect to their bank details, mandate, nomination, power of attorney, change of address, change in name etc. to their Depository Participant (DP). These changes will be automatically reflected in Company's records, which will help the Company to provide efficient and better service to the members.
9. Only bonafide members of the Company whose names appear on the Register of Members/Proxy holders in possession of valid attendance slips duly filled and signed will be permitted to attend the meeting. Members holding shares in physical form are requested to write their Folio Number in the Attendance Slip.
10. In conformity with the applicable regulatory requirements, the Notice of this AGM and the Auditor's Report and Audited Financial Statements of the Company for the financial year ended 31<sup>st</sup> March 2025 are being sent only through electronic mode to those Members who have registered their e-mail addresses with the Company.
11. The Register of Directors and Key Managerial Personnel and their shareholding under Section 170 of the Act, the Register of contracts with related party, and contracts and bodies etc. in which Directors are interested under Section 189 of the Act, will remain available for inspection during the AGM at registered office of the Company.

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**Route map to the venue of 16<sup>th</sup> Annual General Meeting of the Company:**



**FORM NO. MGT-11**  
**PROXY FORM**

[Pursuant to Section 105(6) of the Companies Act, 2013 and Rule 19(3) of the Companies (Management and Administration) Rules, 2014]

Name of the Company	
Registered Office	

Name of the Member(s)	
Registered Office	
E-mail Id	
Folio No /Client ID	
DP ID	

I/We, being the Member(s) of \_\_\_\_\_ Shares of the above-named Company hereby appoint

Name:	
Address:	
e-Mail ID:	
Signature	

or failing him

Name:	
Address:	
e-Mail ID:	
Signature	

or failing him

Name:	
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Address:	
e-Mail ID:	
Signature	

as my/our Proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 16<sup>th</sup> Annual General Meeting of the Company, to be held on Tuesday, 30<sup>th</sup> December, 2025 at 11.30 am at Panagarah Industrial Park, Panagarah, Dist. Purba Bardhaman, West-Bengal 713148 and at any adjournment thereof in respect of such Resolutions as are indicated below:

Resolution No.

1. \_\_\_\_\_

Affix Revenue  
Stamps

2. \_\_\_\_\_

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2025

Signature of Proxy holder(s)

**Note:-** This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.



### ATTENDANCE SLIP

Please complete this Attendance Slip in all respects and hand it over at the entrance of the Meeting Hall:

<b>Regd. Folio No./DP</b>	:
<b>ID &amp; Client ID.</b>	
<b>Name and Address of Member (s)</b>	
<b>Address</b>	
<b>Number of Shares held in the Company</b>	
<b>e-Mail ID</b>	

I/We certify that I/We am/are a registered Members/Proxy for the registered Members of the Company.

I/We hereby record my/our presence at the 16<sup>th</sup> Annual General Meeting of the Company held at Panagarah Industrial Park, Panagarah, Dist. Purba Bardhaman, West-Bengal 713148.

Signature of the Members

Or Proxy : \_\_\_\_\_

Name : \_\_\_\_\_

Note: -

1. Members / joint members /Proxies are requested to bring the Attendance Slip with them. Duplicate attendance slip will not be issued at the meeting venue.
2. A proxy is requested to bring his/her valid photo identity proof at the meeting.

