



CIN: L74110GJ1992PLC093816

Regd Off: 301 Camps Corner, Opp SRP group 4 Near D Mart Makarpura, Makarpura Road, Vadodara - 390010

Web Site: www.alexanderstamps.in; Email Id.: cs.alexanderstamps@gmail.com; Contact No.: +91 265 6569067

NOTICE CONVENING 31st ANNUAL GENERAL MEETING

Notice is hereby given that the Thirty-first (31st Annual General Meeting of the Members of M/s Alexander Stamps And Coin Limited (CIN: L74110GJ1992PLC093816) will be held on Friday, 22nd September, 2023 at 11:00 Hrs (IST) through Video Conferencing (“VC”) / Other Audio-Visual Means (“OAVM”), to transact the following business: -

ORDINARY BUSINESS:

- 1. To receive, consider and adopt the Audited Standalone Financial Statements of the Company for the year ended on 31st March, 2023 and the reports of the Board of Directors and the Auditors thereon.**

To consider and, if thought fit, to pass with or without modification, the following resolution as an Ordinary Resolution: -

“**RESOLVED THAT** the Standalone Financial Statements of the Company for the Financial Year ended March 31, 2023 including Balance Sheet as at March 31, 2023, Statement of Profit and Loss Account as at March 31, 2023 and Cash Flow Statement as at March 31, 2023 together with Notes forming part of Accounts as audited and reported by the Auditors of the Company and the Reports of the Board, as circulated to the Members and laid before meeting, be and are hereby received, considered, approved and adopted.”

- 2. To appoint a director in place of Ms. Alka Sawhney (DIN: 07421366), who retires by rotation at this Annual General Meeting and being eligible has offered herself for re-appointment.**

To consider and, if thought fit, to pass with or without modification, the following resolution as an Ordinary Resolution: -

“**RESOLVED THAT** pursuant to the provisions of Section 152 of the Companies Act, 2013, Ms. Alka Sawhney, Director (DIN: 07421366) of the Company, who retires by rotation at the 31st

Annual General Meeting and being eligible offers herself for re-appointment, be and is hereby re - appointed as a Director of the Company, liable to retire by rotation.”

SPECIAL BUSINESS:

3. To approve material Related Party Transactions with Mr. Anirudh Sethi, Managing Director & Ms. Vandana Sethi, relative of Director:

To consider and if thought fit, to pass with or without modification(s), the following resolution as a Special Resolution:

"RESOLVED THAT pursuant to the provisions of Section 188 and other applicable provisions of the Companies Act, 2013 (“the Act”) read with the Companies (Meetings of Board and its Powers) Rules, 2014 and Regulation 23 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 read with the applicable provisions of the Companies Act, 2013 and Rules made there under (including any statutory modification(s) thereof for the time being in force), Related Party Transactions Policy of the Company, approval of the members of the Company be and is hereby accorded for the material Related Party Transactions with Mr. Anirudh Sethi, Managing Director & Ms. Vandana A Sethi, relative of Director for FY 2023-24 based on the expected consolidated value of transactions of Rs. 5 crores, which is exceeding 10% of the consolidated turnover of the Company for FY 2022-23.”

“RESOLVED FURTHER THAT any of the Directors of the Company, the Chief Operating Officer, the Chief Financial Officer and the Company Secretary be and are hereby severally authorized to do or cause to be done all such acts, deeds and things, settle any queries, difficulties, doubts that may arise with regard to any transaction/s with the related party, finalise the terms and conditions as may be considered necessary, expedient or desirable and execute such agreements, documents and writings and to make such filings as may be necessary or desirable, in order to give effect to this resolution.”

Notes & Instructions

- 1. Pursuant to the Circular No. 14/2020 dated 8 April 2020, Circular No.17/2020 dated 13 April 2020, Circular No. 20/2020 dated 5 May 2020 and other relevant circulars read with General Circular No. 10/2022 dated 28 December 2022 issued by the Ministry of Corporate Affairs, Government of India (MCA), the 31st AGM is being held through video conferencing (VC) or other audio-visual means (OAVM). Hence, the Members are requested to attend and participate in the AGM through VC/OAVM. The deemed venue for this 31st AGM shall be the Registered Office of the Company.**
- 2. In compliance with the aforesaid MCA Circulars and SEBI Circular dated 5 January 2023, this Notice along with Explanatory Statement, inter-alia explaining the manner of attending**

this AGM through VC/OAVM and the instructions for electronic voting (e-voting), along with the Annual Report for FY 2022-23 is being sent only through electronic mode to those Members, whose e-mail addresses are registered with the Company/Depositories. Members may note that the Notice and Annual Report will also be available on the Company's website www.alexanderstamps.in, on the websites of the stock exchanges i.e. BSE Limited i.e. www.bseindia.com and on the website of NSDL at www.evoting.nsdl.com and also at the website of Company's RTA at <https://www.mcsregistrars.com>. Any Member/s requiring the hard copy of Annual Report may kindly send an email from their registered email id to cs.alexanderstamp@gmail.com or send a duly signed request in original at the registered office of the Company.

3. As per the provisions of Clause 3.A. II. of the General Circular No. 02/2022 dated 5th May 2022, General Circular No. 21/ 2021 dated 14th December 2021, General Circular No. 02/2021 dated 13th January 2021 read with General Circular No. 20/ 2020 dated 5th May 2020, the matters of Special Business as appearing at Item No. 3 of the accompanying notice, are considered unavoidable by the Board and hence, form part of this Notice.
4. The relative explanatory statement pursuant to Section 102 of the Act, in regard to the business as set out in item nos. 3 above and other details as required to be given is annexed.
5. PURSUANT TO THE PROVISIONS OF THE ACT, A MEMBER ENTITLED TO ATTEND AND VOTE AT THE AGM IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON HIS/ HER BEHALF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. SINCE THIS AGM IS BEING HELD PURSUANT TO THE MCA CIRCULARS THROUGH VC/ OAVM, THE REQUIREMENT OF PHYSICAL ATTENDANCE OF MEMBERS HAS BEEN DISPENSED WITH. ACCORDINGLY, IN TERMS OF THE MCA CIRCULARS AND THE SEBI CIRCULAR, THE FACILITY FOR APPOINTMENT OF PROXIES BY THE MEMBERS WILL NOT BE AVAILABLE FOR THIS AGM AND HENCE, THE PROXY FORM, ATTENDANCE SLIP AND ROUTE MAP OF AGM ARE NOT ANNEXED TO THIS NOTICE. HOWEVER, THE BODY CORPORATES ARE ENTITLED TO APPOINT AUTHORISED REPRESENTATIVES TO ATTEND THE AGM THROUGH VC/OAVM AND PARTICIPATE THEREAT AND CAST THEIR VOTES THROUGH E-VOTING.
6. Institutional Investors, who are Members of the Company, are encouraged to attend and vote at the AGM through VC/ OAVM facility. Corporate Members intending to appoint their authorized representatives to attend the AGM through VC or OAVM and to vote thereat through remote e-Voting are requested to send a certified copy of the Board Resolution to the Scrutinizer by e-mail at office.cskuldip@gmail.com with a copy marked to evoting@nsdl.co.in and cs.alexanderstamps@gmail.com.
7. In case of joint holders attending the AGM, only such joint holder who is higher in the order of names will be entitled to vote.

8. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.
9. The Members can join the AGM in the VC/OAVM mode 30 minutes before and 15 minutes after the scheduled time of the commencement of the AGM by following the procedure mentioned in the Notice. The Members will be able to view the proceedings on National Securities Depository Limited's ("NSDL") e-Voting website at www.evoting.nsdl.com. The facility of participation at the AGM through VC/OAVM will be made available to at least 1,000 Members on a first come first serve basis. However, attendance of Members holding more than 2% of the shares of the Company, Institutional Investors as on Friday, 18th August 2023 and Directors and Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee, the Stakeholders Relationship Committee and Auditors will not be restricted on first come first serve basis.
10. MCA and SEBI have allowed sending soft copies of the Annual Report. Therefore, the Annual Report has been sent via email to all those Members who have registered their email IDs with the Company or the Registrar and Transfer Agent or the Depositories or the Depository Participants as at Friday, 28th July 2023.
11. The Notice convening the AGM and the Annual Report for FY 2022-23 has been uploaded on the website of the Company at www.alexanderstamps.in and can also be accessed from the relevant section of the websites of the Stock Exchange i.e., BSE Limited ("BSE") at www.bseindia.com. The AGM Notice is also available on the website of NSDL at www.evoting.nsdl.com.
12. Pursuant to Section 91 of the Companies Act, 2013 and Regulation 42 of 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 Thursday, 18th September 2023 to Friday, 22nd September 2023 (both days inclusive) for the purpose of 31st AGM of the Company.
13. As per Regulation 40 of the Listing Regulations, as amended, securities of listed companies can be transferred only in dematerialised form with effect from 1st April 2019, except in case of request received for transmission or transposition of securities. In view of this and to eliminate all risks associated with physical shares and for ease of portfolio management, Members holding shares in physical form are requested to consider converting their holdings to dematerialised form.
14. Members are requested to intimate changes, if any, pertaining to their name, postal address, e-mail address, telephone/mobile numbers, PAN, Registering of nomination and Power of Attorney, Bank Mandate details such as name of the bank and branch details, bank account

number, MICR code, IFSC code, etc., to their DP in case the shares are held in electronic form and to the RTA in case the shares are held in physical form.

15. To prevent fraudulent transactions, Members are advised to exercise due diligence and notify the Company of any change in address or demise of any Member as soon as possible. Members are also advised to not leave their demat account(s) dormant for long. Periodic statement of holdings should be obtained from the concerned DP and holdings should be verified from time to time.
16. SEBI has mandated furnishing of PAN, KYC details (i.e., Postal Address with PIN Code, email address, mobile number, bank account details) and nomination details by holders of securities in physical form. Further, SEBI vide Circular No. SEBI/ HO/MIRSD/MIRSD-PoD-1/P/CIR/2023/37 dated 16 March 2023, issued in supersession of earlier SEBI Circular nos. SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/655 dated 3 November 2021 and the SEBI/HO/MIRSD/MIRSD_RTAMB/P/CIR/2021/687 dated 14 December, 2021, has mandated that any service request or complaint received from the Member will not be processed until the aforesaid details/documents are provided to RTA. Further, in case any of the above cited documents/details are at not available in the Folio(s) on or after 1 October 2023, RTA shall be constrained to freeze such Folio(s).

The Company has sent individual letters to all the Members holding shares of the Company in physical form, for furnishing their PAN, KYC documents and Nomination details, as above. The aforesaid communication is also intimated to the stock exchanges and available on the website of the Company. Attention of the Members holding shares of the Company in physical form is invited to go through the said important communication under the weblink at <https://www.alexanderstamps.in/investerrelation>. Relevant details and prescribed forms in this regard are available on the website of the Company at <https://www.alexanderstamps.in/investerrelation/forms>.

17. Shareholders are requested to address all communications relating to the shares and related matters to the Company's RTA at the address provided below:

M/s. MCS Share Transfer Agent Limited

1st Floor, Neelam Apartment, 88, Sampatrao Colony, Above Chappanbhog Sweet, Alkapuri, Vadodara – 390007, Gujarat, India.

Ph:- 0265-2314757 Fax:- 0265-2341639

Email ID: helpdesklaroda@mcsregistrars.com

Website: www.mcsregistrars.com

18. As per the provisions of Section 72 of the Act, the facility for making nomination is available for the Members in respect of the shares held by them. Members, who have not yet registered their nomination, are requested to register the same by submitting Form No.

SH-13. The said form can be downloaded from the Company's website www.alexanderstamps.in (under 'Investor Relations' section). Members are requested to submit the said form to their DP in case the shares are held in electronic form and to the RTA in case the shares are held in physical form.

19. The format of the Register of Members prescribed by the MCA under the Act, requires the Company/ RTA to record additional details of Members, including their PAN details, e-mail address, bank details for payment of dividend etc. A form for capturing additional details is available on the Company's website www.alexanderstamps.in (under 'Investor Relations' section). Members holding shares in physical form are requested to submit the filled in form to the Company or RTA in physical mode, after restoration of normalcy, as per instructions mentioned in the form. Members holding shares in electronic form are requested to submit the details to their respective DP only and not to the Company or RTA.
20. Members holding shares in physical form, in identical order of names, in more than one folio, are requested to send to the Company or RTA, the details of such folios together with the share certificates for consolidating their holdings in one folio. A consolidated share certificate will be issued to such Members after making requisite changes.
21. Members desiring inspection of statutory registers during the AGM may send their request in writing to the Company at cs.alexanderstamps@gmail.com.
22. Members who wish to inspect the relevant documents referred to in the Notice can send an e-mail to cs.alexanderstamps@gmail.com up to the date of the AGM.
23. To facilitate Members to receive this notice electronically and cast their vote electronically, the Company has made arrangement with NSDL for registration of e-mail addresses in terms of the MCA Circulars. Eligible Members who have not submitted their e-mail address were requested to provide their e-mail address to the RTA/ NSDL, on or before 17:00 Hrs. (IST) on Friday, 18th August 2023. In addition, the Company has intimated its shareholders about updating the email IDs through a newspaper publication, its website cs.alexanderstamps@gmail.com and through the website of BSE Limited i.e. www.bseindia.com.
24. After successful submission of the e-mail address, NSDL will e-mail a copy of the Annual Report for FY 2022-23 along with the remote e-Voting user ID and password, within 48 hours of successful registration of the e-mail address by the Member. In case of any queries, Members may write to cs.alexanderstamps@gmail.com or evoting@nsdl.co.in.
25. For permanent registration of e-mail address, Members are requested to register their e-mail address, in respect of electronic holdings, with their concerned DP and in respect of physical holdings, with the RTA.

26. Those Members who have already registered their e-mail addresses are requested to keep their e-mail addresses validated with their DP/ RTA to enable servicing of notices/ documents/ Annual Reports and other communications electronically to their e-mail address in future.
27. This AGM Notice is sent by e-mail to the Members who have registered their e-mail address with the Depositories/ the DP/the Company's RTA/the Company, on or before 17:00 Hrs. (IST) on Friday, 28 July 2023.
28. Process and manner for Members opting for e-Voting is, as under:
- I. In compliance with the provisions of Sections 108 and other applicable provisions of the Act, read with Rule 20 of the Rules and Regulation 44 of the Listing Regulations, the Company is offering only e-Voting facility to all the Members of the Company and the business will be transacted only through the electronic voting system. The Company has engaged the services of NSDL for facilitating e-Voting to enable the Members to cast their votes electronically as well as for e-Voting during the AGM. Resolution(s) passed by Members through e-Voting is/are deemed to have been passed as if it/they have been passed at the AGM.
 - II. Members are provided with the facility for voting through Voting system during the VC/OAVM proceedings at the AGM and Members participating at the AGM, who have not already cast their vote by remote e-Voting, are eligible to exercise their right to vote at the AGM.
 - III. Members who have already cast their vote by remote e-Voting prior to the AGM will also be eligible to participate at the AGM but shall not be entitled to cast their vote again on such resolution(s) for which the Member has already cast the vote through remote e-Voting.
 - IV. **Members of the Company holding shares either in physical form or electronic form as on the cut-off date i.e., Friday, 18th August 2023, may cast their vote by remote e-Voting. The remote e-Voting period commences on Wednesday, 23rd August 2023 at 9:00 Hrs. (IST) and ends on Friday, 25th August 2023 at 17:00 Hrs. (IST). The remote e-Voting module shall be disabled by NSDL for voting thereafter. Once the vote on a resolution is cast by the Member, the Member shall not be allowed to change it subsequently. Due to adjournment of AGM, the remote e-Voting period restart/commences on Friday, 22nd September 2023 at 9:00 Hrs. (IST) and ends on Friday, 22nd September 2023 at 13:00 Hrs. (IST).**
27. **INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC/OAVM ARE AS UNDER:**

- I. Member will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for Access to NSDL e-Voting system. After successful login, you can see link of “VC/OAVM link” placed under “Join General Meeting” menu against Company name. You are requested to click on VC/OAVM link placed under Join General Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of Company i.e. 124697 will be displayed. Please note that the members who do not have the User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the notice to avoid last minute rush.
- II. Members may join the AGM through laptops, smartphones, tablets and iPads for better experience. Further, Members will be required to use Internet with a good speed to avoid any disturbance during the Meeting. Members will need the latest version of Chrome, Safari, Internet Explorer 11, MS Edge or Firefox. Please note that participants connecting from mobile devices or tablets or through laptops connecting via mobile hotspot may experience Audio/Video loss due to fluctuation in their respective network. It is, therefore, recommended to use stable Wi-Fi or LAN connection to mitigate any glitches.
- III. Members are encouraged to submit their questions in advance with regard to the financial statements or any other matter to be placed at the AGM, from their registered e-mail address, mentioning their name, DP ID and Client ID number/folio number and mobile number, to reach the Company’s e-mail address at cs.alexanderstamps@gmail.com before 17:00 Hrs. (IST) on **Thursday, 21st September 2023**. Queries that remain unanswered at the AGM will be appropriately responded by the Company at the earliest post the conclusion of the AGM.
- IV. Members who would like to express their views/ask questions as a Speaker at the AGM may pre-register themselves by sending a request from their registered e-mail address mentioning their names, DP ID and Client ID/ folio number, PAN and mobile number to cs.alexanderstamps@gmail.com between **Monday, 18th September 2023 at 9:00 Hrs. (IST) and ends on Thursday, 21st September 2023 at 17:00 Hrs. (IST)**. Only those Members who have pre-registered themselves as speakers will be allowed to express their views/ask questions during the AGM. The Company reserves the right to restrict the number of speakers depending on the availability of time for the AGM.
- V. Members who need assistance before or during the AGM, can contact NSDL on evoting@nsdl.co.in or contact Ms. Sarita Mote, Assistant Manager - NSDL at saritam@nsdl.co.in or call on 1800 1020 990/ 180022 44 30.

VI. A person who is not a member as on the cut- off date should treat this Notice of 31st AGM for information purpose only.

INSTRUCTIONS FOR REMOTE E-VOTING BEFORE/DURING THE AGM:

➤ **How do I vote electronically using NSDL e-Voting system?**

The way to vote electronically on NSDL e-Voting system consists of “Two Steps” which are mentioned below:

○ **STEP 1: ACCESS TO NSDL E-VOTING SYSTEM**

A) **Login method for e-Voting and joining virtual meeting for individual Shareholders holding securities in Demat mode:**

In terms of SEBI Circular dated 9th December 2020 on e-Voting facility provided by Listed Companies, individual Shareholders holding securities in Demat mode are allowed to vote through their Demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email ID in their Demat accounts in order to access e-Voting facility.

Login method for individual Shareholders holding securities in Demat mode is given below:

Type of Shareholders	Login Method
Individual Shareholders holding securities in demat mode with NSDL.	<ol style="list-style-type: none"> <li data-bbox="516 1056 1429 1661">1. If you are already registered for NSDL IDeAS facility, please visit the e-Services website of NSDL. Open web browser by typing the following URL: https://eservices.nsdl.com/ either on a Personal Computer or on a mobile. Once the home page of e-Services is launched, click on the “Beneficial Owner” icon under “Login” which is available under “IDeAS” section. A new screen will open. You will have to enter your User ID and Password. After successful authentication, you will be able to see e-Voting services. Click on “Access to e-Voting” under e-Voting services and you will be able to see e-Voting page. Click on options available against company name or e-Voting service provider - NSDL and you will be re-directed to NSDL e-Voting website for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting. <li data-bbox="516 1713 1429 1913">2. If the user is not registered for IDeAS e-Services, option to register is available at https://eservices.nsdl.com. Select “Register Online for IDeAS” Portal or click at https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp

	<p>3. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: https://www.evoting.nsdl.com/ either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit Demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on options available against company name or e-Voting service provider - NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.</p>
<p>Individual Shareholders holding securities in Demat mode with CDSL</p>	<ol style="list-style-type: none"> 1. Existing users who have opted for Easi/Easiest, they can login through their User ID and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi/Easiest are https://web.cdslindia.com/myeasi/home/login or www.cdslindia.com and click on New System Myeasi. 2. After successful login of Easi/Easiest the user will be also able to see the e-Voting Menu. The Menu will have links of e-Voting service provider i.e., NSDL. Click on NSDL to cast your vote. 3. If the user is not registered for Easi/Easiest, option to register is available at https://web.cdslindia.com/myeasi/Registration/EasiRegistration. 4. Alternatively, the user can directly access e-Voting page by providing Demat Account Number and PAN No. from a link in www.cdslindia.com home page. The system will authenticate the user by sending OTP on registered Mobile & Email as recorded in the Demat Account. After successful authentication, user will be provided links for the respective ESP i.e., NSDL where the e-Voting is in progress.
<p>Individual Shareholders (Holding securities in Demat mode) login through their depository participants</p>	<p>You can also login using the login credentials of your Demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. Once login, you will be able to see e-Voting option. Once you click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on options available against company name or e-Voting service provider-NSDL and you will be</p>

	redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.
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Important note: Members who are unable to retrieve User ID/Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

Helpdesk for individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e., NSDL and CDSL:

Login type	Helpdesk details
Individual Shareholders holding securities in Demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.co.in or call at toll free no.: 1800 1020 990 and 1800 22 44 30
Individual Shareholders holding securities in Demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at 022- 23058738 or 022-23058542-43

B) Login Method for Shareholders other than individual Shareholders holding securities in Demat mode and Shareholders holding securities in physical mode.

How to Log-in to NSDL e-Voting website?

- 1) Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
- 2) Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section.
- 3) A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.

Alternatively, if you are registered for NSDL eservices i.e., IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e., Cast your vote electronically.

4) Your User ID details are given below:

Manner of holding shares i.e., Demat (NSDL or CDSL) or Physical	Your User ID is:
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a) For Members who hold shares in Demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID For example, if your DP ID is IN300*** and Client ID is 12***** then your User ID is IN300***12*****.
b) For Members who hold shares in Demat account with CDSL.	16 Digit Beneficiary ID For example, if your Beneficiary ID is 12***** then your User ID is 12*****
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the Company For example, if folio number is 001*** and EVEN is 101456 then User ID is 101456001***

5) Password details for Shareholders other than Individual Shareholders are given below:

- a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
 - b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the ‘initial password’ which was communicated to you. Once you retrieve your ‘initial password’, you need to enter the ‘initial password’ and the system will force you to change your password.
 - c) How to retrieve your ‘initial password’?
 - (i) If your email ID is registered in your Demat account or with the Company, your ‘initial password’ is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e., a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8-digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your ‘User ID’ and your ‘initial password’.
 - (ii) If your email ID is not registered, please follow steps mentioned below in process for those shareholders whose email ids are not registered.
- 6) If you are unable to retrieve or have not received the “Initial password” or have forgotten your password:
- a) Click on “Forgot User Details/Password” (If you are holding shares in your Demat account with NSDL or CDSL) option available on www.evoting.nsdl.com.
 - b) Physical User Reset Password” (If you are holding shares in physical mode) option available on www.evoting.nsdl.com.

- c) If you are still unable to get the password by aforesaid two options, you can send a request at evoting@nsdl.co.in mentioning your Demat account number/folio number, your PAN, your name and your registered address etc.
- d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
- 7) After entering your password, tick on Agree to “Terms and Conditions” by selecting on the check box.
- 8) Now, you will have to click on “Login” button.
- 9) After you click on the “Login” button, Home page of e-Voting will open.

○ **STEP 2: CAST YOUR VOTE ELECTRONICALLY AND JOIN GENERAL MEETING ON NSDL E-VOTING SYSTEM**

How to cast your vote electronically and join General Meeting on NSDL e-Voting system?

1. After successful login at Step 1, you will be able to see all the companies “EVEN” in which you are holding shares and whose voting cycle and General Meeting is in active status.
 2. Select “EVEN” of company for which you wish to cast your vote during the remote e-Voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on “VC/OAVM” link placed under “Join General Meeting”.
 3. Now you are ready for e-Voting as the Voting page opens.
 4. Cast your vote by selecting appropriate options i.e., assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on “Submit” and also “Confirm” when prompted.
 5. Upon confirmation, the message “Vote cast successfully” will be displayed.
 6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
 7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.
28. The Board of Directors of the Company, vide meeting held on Friday, the 21st day of July, 2023 has appointed Mr. Kuldip Thakkar (COP No. 11716), Practicing Company Secretary

having office at 705, Vihav Supremus, Beside Iscon Heights, Near Amin Party Plot, Gotri-390021, Vadodara, Gujarat, as the Scrutinizer for scrutinizing e-voting process in a fair and transparent manner.

29. The Scrutinizer will submit a consolidated Scrutinizer's Report to the Chairman/Director after the completion of scrutiny on remote e-voting as well as the venue e-voting at the Annual General Meeting on or before the 25th day of September, 2023 at 06.00 p.m. at the Registered Office of the Company at 301 Camps Corner, Opp. SRP Group 4, Near D Mart, Makarpura Road, Makarpura, Vadodara, Gujarat- 390014, India and will also be displayed on the website of the Company www.alexanderstamps.in and on the website of NSDL (www.evoting.nsdl.com).
30. The Results declared along with the report of the Scrutiniser will be placed on the website of the Company www.alexanderstamps.in and on the website of NSDL i.e. www.evoting.nsdl.com immediately after the declaration of result by the Chairman or any one Director of the Company. It will also be immediately forwarded to BSE Limited, where the equity shares of the Company are listed and will be placed on the Notice Board at the Registered Office of the Company
31. The resolution shall be deemed to be passed on the date of the Meeting, i.e., 22nd day of September, 2023, subject to receipt of the requisite number of votes in favor of the Resolution.
32. The Company has received relevant disclosure/consent from the Directors seeking appointment/re-appointment.
33. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Act and the Register of Contracts or Arrangements in which the Directors are interested, maintained under Section 189 of the Act will be available electronically for inspection by the members during the AGM. All documents referred to in the Notice will also be available for electronic inspection without any fee by the members from the date of circulation of this Notice up to the date of AGM. Members seeking to inspect such documents can send an email to cs.alexanderstamps@gmail.com.
34. The Board of Directors has appointed M/s. MCS Share Transfer Agent Limited, having office at 1st Floor, Neelam Apartment, 88, Sampatrao Colony, Above Chappanbhog Sweet, Alkapuri, Vadodara - 390007, as the Registrar and Share Transfer Agent of the Company for the Share Registry Work (Physical and Electronic).
35. Ms. Nishi Jaiswal, Compliance Officer of the Company, as the person responsible for the entire process of Annual General Meeting and e - voting.

36. The voting rights of Members shall be in proportion to their shares of the paid-up equity share capital of the Company as on the cut-off date i.e., Friday, August 18, 2023.
37. The Chairman shall, at the AGM, allow voting, by use of remote e-Voting system for all those Members who are present during the AGM through VC/OAVM but have not cast their votes by availing the remote e-Voting facility. The remote e-Voting module during the AGM shall be disabled by NSDL for voting 60 minutes after the conclusion of the Meeting.
38. Process for those shareholders whose email ids are not registered:
- a) For Physical shareholders- please provide necessary details like Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to Company/RTA email id.
- b) For Demat shareholders- please provide Demat account details (NSDL-16-digit beneficiary ID or NSDL-16-digit DPID + CLID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to Company/RTA email id.
- c) The company has engaged services of MCS Share Transfer Agent Ltd., the Registrar & Transfer Agent, 1st Floor, Neelam Apartment, 88- Sampatrao Colony, Above Chhapan Bhog, Alkapuri, Vadodara, Gujarat- 390007, Email: - helpdeskbaroda@mcsregistrars.com, as the agency to provide e-voting facility through NSDL.
- d) In case of any queries or grievances connected with the e-voting process, Members may contact the following official:

Nishi Jaiswal,
Compliance Officer,
M/s. Alexander Stamps & Coin Limited
301, Camps Corner, Opp. SRP Group 4, Near D Mart,
Makarpura Road, Makarpura, Vadodara, Gujarat- 390014, India.
Ph: 9925002682, E mail: cs.alexanderstamps@gmail.com

General Guidelines for shareholders:

1. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event,

you will need to go through the “Forgot User Details/Password” or “Physical User Reset Password” option available on www.evoting.nsdl.com to reset the password.

2. In case of any queries/grievances pertaining to remote e-voting (before the AGM/during the AGM), you may refer to the Frequently Asked Questions (‘FAQs’) for shareholders and e-voting user manual for shareholders available in the ‘Downloads’ section of www.evoting.nsdl.com or call on the toll-free number: 1800 1020 990/ 1800 224 430 or send a request at “evoting@nsdl.co.in.”
3. Any person who acquires shares of the Company and becomes a Member of the Company after the dispatch of the Notice and holding shares as on the cut-off date, i.e., Friday, July 28, 2023 may obtain the User ID and password by sending a request at evoting@nsdl.co.in. However, if you are already registered with NSDL for remote e-Voting, then you can use your existing user ID and password for casting your vote. If you forgot your password, you may reset your password by using “Forgot User Details/Password” option available on www.evoting.nsdl.com or contact NSDL at the following Toll-free no. 1800 1020 990 /1800 224 430. In case of Individual Shareholders holding securities in demat mode who acquires shares of the Company and becomes a Member of the Company after sending of the Notice and holding shares as of the cut-off date i.e., Friday, July 28, 2023, may follow steps mentioned in the Notice of the AGM under “Access to NSDL e-Voting system”.
4. The results of the electronic voting shall be submitted to the Stock Exchanges after the AGM. The results along with the Scrutinizer’s Report, shall also be placed on the website of the Company.

Registered Office
301, Camps Corner,
Opp. SRP Group 4, Near D Mart,
Makarpura Road, Makarpura,
Vadodara, Gujarat- 390014.

Date: 13/09/2023

Place: Vadodara

By Order of the Board
For Alexander Stamps and Coin Limited

Sd/-
Anirudh Sethi
Managing Director
DIN : 06864789

Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 (“the Act”) setting out material facts:

The following Explanatory Statement sets out all material facts relating to the special businesses set out in the accompanying notice of the AGM dated Friday, 22nd September, 2023.

Item no: 3

The Company, in the ordinary course of business, enters into transactions with Mr. Anirudh Sethi is Managing Director and Ms. Vandana A Sethi, a relative of Director of Alexander Stamps and Coin Limited for sale, purchase or supply of any goods or materials; sell, dispose, buy, rent, lease property of any kind; and availing or rendering of services.

As per Regulation 23(4) of SEBI LODR Regulations, 2015, approval of the shareholders through Special resolution is required, if the transaction(s) to be entered into individually or taken together with the previous transaction(s) during a financial year with a related party, exceeds 10% of the annual consolidated turnover of the Company as per the last audited financial statements of the Company. Mr. Anirudh Sethi is Managing Director and Ms. Vandana A Sethi is a relative of Director of Alexander Stamps and Coin Limited and both are the following under the definition of related party related with the Company as per the provisions of the Companies Act, 2013 and SEBI LODR Regulations, 2015.

The Board of Directors are be and hereby proposed to approve Sale, purchase or supply of any goods, materials or services; sell, dispose, buy, rent, lease property of any kind; and availing or rendering of services transaction limits upto ₹ 5 cr with both the related parties for the FY 2023-24 which is likely to be more than 10% of consolidated turnover of the Company for FY 2022-23 amounting to ₹ 15,20,000/-, therefore, approval of shareholders is required. The Board of Directors of the Company recommends the Resolution(s) as set out in the accompanied Notice for approval of the shareholders.

In terms of Explanation (3) appended to Rule 15 (3) of the said Rules, the under-noted information is of relevance:

Particulars	Information
Name of the Related Party :	Mr. Anirudh Sethi Ms. Vandana A Sethi
Name of Director(s) or Key Managerial Personnel who is related if any	Mr. Anirudh Sethi Ms. Vandana A Sethi
Nature of Relationship	Mr. Anirudh Sethi is Managing Director and Ms. Vandana A Sethi, a relative of Director
Nature, Material terms the Contracts / arrangements / transactions	Sale, purchase or supply of any goods, materials or services; sell, dispose, buy, rent, lease property of any kind; and availing or rendering of services.
Monetary Value (maximum amount each Financial Year)	Sale, purchase or supply of any goods or materials, directly or through appointment of agents and/ or availing or rendering of any services, directly or through appointment of agents: Rs 5 Cr Selling or otherwise disposing of or buying property of any kind and rent/ leasing of property of any kind: Rs 5 Cr
Whether the transactions have been approved by the Board of Directors	Yes, at the Board Meeting held on 21 st July 2023.
Any other information relevant or important for the members to decide on the proposed transactions	To be to be valid from period commencing FY 2023-24 up to the date of AGM to be held in the year 2024, not exceeding 15 Months.

The value of the transactions proposed is estimated based on the Company's current transactions and future business projections.

The Board believes that the transactions of sale, purchase or supply of any goods or materials; sell, dispose, buy, rent, lease property of any kind; and availing or rendering of services with said Related Parties are in the best interest of the Company.

The Board recommends passing of the Special Resolution at item no. 3 for approval.

No other Director / Key Managerial Personnel of the Company or their relatives other than the Directors mentioned i.e. Mr. Anirudh Sethi and Ms. Vandana A Sethi herein above are in any way concerned or interested, financially or otherwise in the aforesaid resolution.

ANNEXURE I TO THE NOTICE

{In pursuance of Regulation 36(3) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Information pursuant to Para 1.2.5 of Secretarial Standard 2, pertaining to Director/ Manager seeking appointment/ re-appointment (SS-2)}

Name	Ms. Alka Sawhney
Designation	Director
Director Identification Number (DIN)	07421366
Date of Birth/ Age	24/01/1969, 54 years
Qualifications	Graduate
Specialised Expertise	Corporate Finance, Investment Banking and Real Estate sector.
Experience	Over 3 decades of overall experience.
Terms and Conditions of Appointment	Being appointed as Director for a period of Five(5) years and to be designated as Executive Director
Remuneration	NIL
Date of First Appointment on the Board	01/01/2021
Directorship in other Indian companies	None
Positions in Committees of other Indian companies	NA
Number of shares held in the Company	None
Relationship, if any, with other Directors, Manager and other KMP	Not related to any of the Directors and KMPs of the Company.

Position/s in Committees constituted by the Board of the Company	None
Number of Board Meetings attended	Attended all (6) Board Meetings held during the FY 2022-23.

Registered Office
301, Camps Corner,
Opp. SRP Group 4, Near D Mart,
Makarpura Road, Makarpura,
Vadodara, Gujarat- 390014.

Date: 13/09/2023

Place: Vadodara

By Order of the Board
For Alexander Stamps and Coin Limited

Sd/-
Anirudh Sethi
Managing Director
DIN : 06864789