

# JEEN

## FOUNDATION

Regd. Office : S-191/C, 3<sup>rd</sup> Floor, Manak Complex,  
School Block, Shakarpur, New Delhi - 110092  
Tel: +91 11 2248 1711.

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### NOTICE

**Notice** is hereby given that the 9<sup>th</sup> (Ninth) Annual General Meeting of the Members of **M/s Jeen Foundation** scheduled to be held on Wednesday, 30<sup>th</sup> Day of December, 2020 at 11:00 A.M. at S - 191/C, 3rd Floor, Manak Complex School Block, Shakarpur, Delhi-110092 to transact the following business (es):

#### **ORDINARY BUSINESS:**

1. To receive, consider and adopt the Balance Sheet as at 31<sup>st</sup> March, 2020 and the annexed Statement of Income and Expenditure for the period ended as on that date together with the Report of Directors' and Auditors' thereon.

By Order of the Board  
For **Jeen Foundation**

**JEEN FOUNDATION**

  
Sidharth Goyal  
Director  
DIN: 02855118

Place: Delhi  
Date: 05/12/2020

#### NOTES:

1. A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend and vote instead of himself and a proxy must be a member of the company.
2. The annual report for the year ended 31<sup>st</sup> March, 2020 containing, inter alia, the Directors Report, Auditors Report and the Audited Financial Statements is enclosed.
3. Members /proxies should bring the attendance slips duly filled in and signed for attending the meeting.
4. Members are requested to notify any changes in their address to the company.
5. The proxy in order to be effective must be deposited at the registered office of the company not less than 48 hours before the commencement of the meeting.

## JEEN FOUNDATION

CIN: U80904DL2011NPL222187

**Regd off.:** S-191/C, 3<sup>rd</sup> Floor, Manak Complex School Block, Shakarpur East Delhi- 110092.

**Email Id:** [jeenfoundation@gmail.com](mailto:jeenfoundation@gmail.com)

### Attendance Slip

DP ID No. \_\_\_\_\_

Client ID No. \_\_\_\_\_

Folio No. \_\_\_\_\_

No. of Shares held \_\_\_\_\_

I/We hereby record my/our presence at the 9<sup>th</sup> Annual General Meeting of the Members of M/s Jeen Foundation will be held on Wednesday, 30<sup>th</sup> Day of December, 2020 at 11:00 A.M. at S - 191/C, 3rd Floor, Manak Complex School Block, Shakarpur, Delhi-110092 or at any adjournment thereof.

Name of Shareholder (In Block Letters) \_\_\_\_\_

Father's/ Husband's Name of the Shareholder \_\_\_\_\_

Name of Proxy \_\_\_\_\_

(To be filled only when shareholder is appointing Proxy)

(Signature of the Shareholder/Proxy)

\_\_\_\_\_

## JEEN FOUNDATION

CIN: U80904DL2011NPL222187

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Email Id: [jeenfoundation@gmail.com](mailto:jeenfoundation@gmail.com)

### Form MGT-11Proxy Form

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

Name of the member(s):	Folio No./ DP Id-Client Id:
Registered Address:	Email id:

I/We, being the member(s) of \_\_\_\_\_ shares of above-named Company, hereby appoint:

Name:	Email id:
Address:	Signature:

1.

Name:	Email id:
Address:	Signature:

Or failing him/her

2.

Name:	Email id:
Address:	Signature:

As my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 9<sup>th</sup> Annual General Meeting of the Members of M/s Jeen Foundation will be held on Wednesday, 30<sup>th</sup> Day of December, 2020 at 11:00 A.M. at S - 191/C, 3<sup>rd</sup> Floor, Manak Complex School Block, Shakarpur, Delhi-110092 and at any adjournment thereof in respect of such resolutions as are indicated below:

Item No.	Description	For*	Against*
1.	To receive, consider and adopt the Balance Sheet as at 31 <sup>st</sup> March, 2020 and the annexed Statement of Income and Expenditure for the period ended as on that date together with the Report of Directors' and Auditors' thereon		

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2020

Signature of Shareholder(s) \_\_\_\_\_

Signature of Proxy Holder(s) \_\_\_\_\_

Affix INR 1  
Revenue  
Stamp

#### Notes:

- Please put a cross (x) in the box in the appropriate column against the respective resolutions. If you leave the 'For' and 'Against' column blank against any or all the resolutions, your proxy will be entitled to vote in the manner as he/she thinks appropriate.
- A proxy need not be a member of the Company. Pursuant to section 105 of the Companies Act, 2013, a person can act as a proxy on behalf of not more than 50 members and holding in aggregate not more than 10% of the total share capital of the Company. Members holding more than 10% of total share capital of the Company may appoint a single person as proxy, who shall not act as proxy for any other member.
- This form of proxy, to be effective should be deposited at the registered office of the Company as per details given herein above, not later than 48 hours before the commencement of the aforesaid meeting.

## Location Map

