

**NOTICE**

**NOTICE** is hereby given that the Twenty Seventh Annual General Meeting of the members of Kotak Investment Advisors Limited will be held on Thursday, August 5, 2021 at 12.00 Noon through video conferencing to transact the following business:

**ORDINARY BUSINESS:**

1. To receive and adopt the Standalone and consolidated Profit and Loss Account for the year ended March 31, 2021, the Balance Sheets as at that date and the Reports of the Directors and Auditors thereon.
2. To appoint Director in place of Mr. Jaimin Bhatt (DIN: 00003657), who retires by rotation and, being eligible, offers himself for re-appointment.
3. To appoint Director in place of Ms. Shanti Ekambaram (DIN: 00004889), who retires by rotation and, being eligible, offers herself for re-appointment.

By Order of the Board of Directors  
**KOTAK INVESTMENT ADVISORS LIMITED**  
(Corporate Identity Number:  
U65990MH1994PLC077472)

**Mumbai, June 21, 2021**

**Registered Office:**

27-BKC, 7th Floor, Plot No. C-27  
"G" Block, Bandra-Kurla Complex  
Bandra (East), Mumbai – 400 051  
India  
T: +91 22 43360000  
F: +91 22 67132423

[www.alternateassets.kotak.com](http://www.alternateassets.kotak.com)

**Pinky Dutta**  
**Company Secretary**  
**ACS40095**

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**NOTES:**

- 1. THE ANNUAL GENERAL MEETING OF MEMBERS OF THE COMPANY SHALL BE CONVENED THROUGH VIDEO CONFERENCING MODE UNDER THE GUIDELINES ISSUED BY THE MINISTRY OF CORPORATE AFFAIRS THROUGH GENERAL CIRCULAR NOS. 14/2020 DATED 8TH APRIL, 2020, 17/2020 DATED 13TH APRIL, 2020 AND 20/2020 DATED 5TH MAY, 2020**
2. The Members are requested to follow the below instructions: -

**PARTICIPATION:**

- I. Pursuant to the aforementioned general circular, the physical presence of the Members has been dispensed with and therefore the appointment of Proxy (ies) is not permitted. However, in pursuance of section 112 and 113 of the Companies Act, 2013, representatives of the members may be appointed for the purpose voting through remote e-voting or for participation and voting in the meeting.
- II. Members may join the 27<sup>th</sup> AGM through Video Conferencing (“VC”) Facility which shall be kept open for the Members from 10:30 a.m. IST i.e. 30 minutes before the time scheduled to start the 27<sup>th</sup> AGM and will be closed for joining the VC Facility 30 minutes after the scheduled time to start the 27<sup>th</sup> AGM.
- III. The Members may, before the meeting, submit their questions / queries (if any) through e-mail to the Company Secretary.
- IV. On the date of the meeting, the Members, Directors, Key Managerial Personnel and all other persons authorized to attend the meeting, may join the meeting using zoom Dial-in details as follows :

<https://us02web.zoom.us/j/86276452864?pwd=RDRHTmlMU3pjbzNjaDJDNGtNRXZMQT09>

Meeting ID: 862 7645 2864

Passcode: KIAL0508

- V. In case any member requires assistance for using the aforementioned Dial-in before or during the meeting, you may contact the Company Secretary on +91- 7506300665 or pinky.dutta@kotak.com.
- VI. In order to ensure the smooth participation, the Members, Directors, Key Managerial Personnel and all other persons authorized to attend the meeting are requested to ensure

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that the device used for attending the meeting through video conferencing has strong internet signal/ network.

**VOTING:**

- I. The voting at the Annual General Meeting shall be done by show of hands. In case a poll is demanded, the Chairman shall follow the procedure provided in Section 109 of the Companies Act, 2013 and rules made thereunder.
- II. On demand of poll, the Members may vote by sending an e-mail to the Company Secretary at pinky.dutta@kotak.com stating their assent/ dissent. For convenience during voting, the Members are requested to use the following box and state the symbol or mention the no. of shares held by them in assent/ dissent box.

Example 1: Using Symbol ('√')

Item no. of agenda	Assent	Dissent
	√	

**OTHER INSTRUCTIONS/ INFORMATION:**

- I. Members are requested to address all communications through their registered e- mail id only.
- II. Pursuant to General Circular 20/2020 dated 5th May, 2020, the Annual Report of the Company i.e. Financial statements (including Board's report, Auditor's report and other documents required to be attached therewith) will be sent through e-mail only and no separate physical copy of the same shall be dispatched to any member.
- III. Attendance of the Members participating in the 27<sup>th</sup> AGM through Video Conferencing Facility shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.
- IV. The recorded transcript shall be available on the website of the Company [www.alternateassets.kotak.com](http://www.alternateassets.kotak.com) post the conclusion of the meeting.
- V. This notice is also available on the website of the Company.
- VI. In case of any doubts or clarification, the members are requested to contact the Company Secretary.

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VII. The documents related to matters set out in the notice can be requested via email by writing to the Company Secretary at on all working days up to and including the date of the meeting.

By Order of the Board of Directors

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**Pinky Dutta**  
**Company Secretary**  
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