



KOTHARI FERMENTATION AND BIOCHEM LTD.

REGD. OFFICE: 16, COMMUNITY CENTRE, 1ST FLOOR, SAKET, NEW DELHI-110017

TEL. : 26517665, 26850004, 40590944 FAX : 91-011-41664840 E-mail : kfbl@airtelmail.in

Web : www.kothariyeast.in CIN : L72411DL1990PLC042502

To,
**The Manager-Listing
The Bombay Stock Exchange Limited,
Phiroz Jeejeebhoy Towers,
25th Floor, Dalal Street,
Mumbai-400001**

Date: 22.10.2020

Ref: Scrip Code No. 507474

Subject: Notice of Annual General Meeting and Book Closure

Dear Sir,

This is to inform you that the THIRTIETH ANNUAL GENERAL MEETING of the members of "KOTHARI FERMENTATION AND BIOCHEM LIMITED" will be held on Friday, the 20th day of November, 2020 at 11:00 A.M. through Video Conferencing ("VC")/Other Audio Visual Means ("OAVM").

This is also to inform you that pursuant to Section 91 of the Companies Act, 2013 and Regulation 42 of SEBI (Listing Obligations and Disclosure Requirements), the Register of Members and Share Transfer Books of the Company will remain closed from **Friday, 13th day of November 2020 to Friday, the 20th day of November 2020 (both days inclusive)** for the purpose of Annual General Meeting.

Further, pursuant to provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements), Regulations, 2015, the Company is providing the facility to its members to exercise their right to vote by electronic means on all or any of the business specified in the Notice convening the AGM (Remote E-voting). **The e-voting period commences on November 17, 2020 (9:00 am) and ends on November 19, 2020 (5:00 pm).** Accordingly, for the purpose of determining the shareholders eligible to cast their votes electronically/physically, the company has fixed Friday, 13th November, 2020 as the cut-off date. The Company has engaged the services of National Securities Depository Limited (NSDL) to provide e-voting facility.

The copy of the notice is uploaded on the Company's website, www.kothariyeast.in.

This is for your kind information and records.

Thanking you,

Yours faithfully,

For KOTHARI FERMENTATION & BIOCHEM LIMITED

**Kavita Tanwar
Company Secretary**