

Sundaram-Clayton Limited

(Formerly known as Sundaram-Clayton DCD Limited)

Registered Office: "Chaitanya", No.12, Khader Nawaz Khan Road, Nungambakkam, Chennai - 600 006.
Phone : 044 - 2833 2115. Website: www.sundaram-clayton.com; E-mail: corpsec@sundaramclayton.com
CIN: L51100TN2017PLC118316

Dear Member(s),

1. It is hereby informed that the 8th Annual General Meeting ("AGM") of the Company will be convened on **Wednesday, the 6th August 2025 at 2.30 PM (IST)** through Video Conferencing ("VC") / Other Audio Visual Means ("OAVM") in compliance with the applicable provisions of the Companies Act, 2013 and Rules framed thereunder and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 read with Ministry of Corporate Affairs and SEBI Circulars issued from time to time without the physical presence of the Members at a common venue.
2. The Notice of the 8th AGM and the financial statements for the year ended 31st March 2025 ("Annual Report") will be sent only by email to those Members, whose email addresses are registered with the Company or with their respective Depository Participants ("Depository"), in accordance with MCA and SEBI Circulars. Members can join and participate in the AGM through VC / OAVM only. The instructions for joining the AGM and the manner of participation in the remote electronic voting or casting vote through the e-voting system during the AGM will be provided in the Notice of the AGM. Members participating through the VC/OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013. The Notice and Annual Report will also be made available on the websites of the Company viz., www.sundaram-clayton.com and also on the website of Stock Exchanges i.e. BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com respectively and on the website of National Securities Depository Limited (NSDL) (agency for providing the Remote e-Voting facility) i.e. www.evoting.nsdl.com.
3. Members holding shares in physical form who have not registered their email IDs with the Company can register for obtaining soft copies of the Notice of the 8th AGM, Annual Report and/or login details for joining the AGM through VC/OAVM including e-voting, by sending scanned copy of the following documents by email to einward@integratedindia.in:
 - a) signed request letter mentioning your name, folio number / DP & Client ID, complete address, email IDs to be registered;
 - b) scanned copy of the share certificate (front and back), as applicable;
 - c) self-attested scanned copy of PAN; and
 - d) self-attested scanned copy of Driving Licence / Passport / Bank Statement, etc. supporting the registered address of the Member.
4. A letter providing the weblink for accessing the annual report for the financial year 2024-25 will be sent to those shareholders who have not registered their email ID with the Company / Depositories.
5. Members holding shares in physical form who have not updated their mandate for receiving the dividends directly in their bank accounts through Electronic Clearing Service or any other means ("Electronic Bank mandate"), can register their Electronic Bank mandate to receive dividends directly into their bank account electronically, by sending following details / documents in addition to the documents mentioned in para 3 above by e-mail to einward@integratedindia.in:
 - a) Name and branch of bank in which dividend is to be received and bank account type;
 - b) Bank account number allotted by your bank after implementation of Core Banking Solutions;
 - c) 11 digit IFSC code; and
 - d) self-attested scanned copy of cancelled cheque bearing the name of the Member or first holder, in case shares are held jointly.
6. Members holding shares in demat form are requested to update their e-mail IDs and bank account details with their Depository.
7. Members holding equity shares of the Company in physical form are requested to kindly get their equity shares converted into demat / electronic form for availing inherent benefits of dematerialisation.
8. The Company has also made arrangements through NSDL & CDSL for sending SMS to shareholders on their registered mobile numbers in the demat account to initiate the process of email ID updation. Members are requested to avail this facility and update their e-mail IDs accordingly.

The above information is being issued for the information and benefit of all the Members of the Company and is in compliance with the MCA and SEBI Circulars as stated above.

Chennai
26th June 2025

For Sundaram-Clayton Limited
P D Dev Kishan
Company Secretary

சுந்தரம்-கிளேட்டன் விமிடெட்

(முன்னர் சுந்தரம் கிளேட்டன் டி.சி. விமரிசை என்னு அழைக்கப்பட்டது)

பதிவு அலுவலகம் : "சைதன்யா", எண்.12, கரநி நாமலக் காண் ஸ்ரேணி, நாகர்கோட்டம், சென்னை 600 006
தொலைபேசி : 044 - 2833 2115. இணையதளம் : www.sandhya-tamil.com

தொலைபேசி : 044 - 2833 2115. இணையத்தளம் : www.sundaram-clayton.com; மின்னஞ்சல் : corpsec@sundaramclayton.com
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CIN : L51100TN2017PLC118315

அன்பார்ந்த உறுப்பினர்களே,

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