



Date: 29 October 2020

To
Dear Members/Directors/Auditor,

You are cordially invited to attend the 09th Annual General Meeting of the Members of Ola Feet Technologies Private Limited (the “Company”) scheduled to be held on Tuesday, 24 November 2020 at 10:00 AM (IST) at Regent Insignia, #414, 3rd Floor, 4th Block, 17th Main, 100 Feet Ring Road, Koramangala, Bengaluru – 560034, Karnataka, India.

The Notice of the meeting, containing the business to be transacted, is enclosed.

Thanking You,

For and on behalf of the Board
For OLA FLEET TECHNOLOGIES PRIVATE LIMITED

PRITAM DAS MOHAPATRA
COMPANY SECRETARY
MEMBERSHIP NUMBER: ACS 24685
ADD: SHAKTI SUNSHINE APARTMENT
FLAT A-0, 8TH CROSS, 10TH MAIN
MARUTHI NAGAR, MALLESHPALYA
BENGALURU – 560075, KARNATAKA, INDIA

Date: 29 October 2020

Place: Bengaluru

Enclosures:

1. Notice of the AGM
2. Attendance Slip
3. Proxy Form (MGT-11)
4. Route Map



NOTICE

NOTICE is hereby given that the 09th Annual General Meeting (AGM) of the Members of the Company will be held on Tuesday, 24 November 2020 at 10:00 AM (IST) at Regent Insignia, #414, 3rd Floor, 4th Block, 17th Main, 100 Feet Ring Road, Koramangala, Bengaluru – 560034, Karnataka, India to transact the following businesses:

ORDINARY BUSINESS

Item No. 1 – Adoption of financial statements

To receive, consider and adopt the audited financial statements of the Company for the financial year ended 31 March 2020 along with the reports of the Board of Directors' and Auditors' thereon.

Date: 29 October 2020

Place: Bengaluru

For and on behalf of the Board
OLA FLEET TECHNOLOGIES PRIVATE LIMITED

PRITAM DAS MOAPATRA
COMPANY SECRETARY
MEMBERSHIP NUMBER: ACS 24685
ADD: SHAKTI SUNSHINE APARTMENT
FLAT A-0, 8TH CROSS, 10TH MAIN
MARUTHI NAGAR, MALLESHPALYA
BENGALURU – 560075, KARNATAKA, INDIA



NOTES:

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT AN ANNUAL GENERAL MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON A POLL INSTEAD OF HIMSELF/HERSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY.**

The instrument appointing the proxy should, however, shall be deposited at the Registered Office of the Company before the commencement of the Meeting.

A person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A member holding more than ten percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder.

2. Corporate members intending to send their authorized representatives to attend the AGM are requested to send to the Company a certified copy of the Board Resolution in advance authorizing their representative to attend and vote on their behalf at the AGM.
3. 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.
4. Members who hold shares in electronic form are requested to write their Client ID and DP ID number and those who hold shares in physical form are requested to write their folio number in the attendance slip for attending the meeting to facilitate identification of membership at the AGM.
5. For convenience of members, an attendance slip is annexed to the proxy form. Members are requested to affix their signature at the space provided and hand over the attendance slips at the place of AGM. The proxy of a Member should mark on the attendance slip as 'proxy'.
6. Members are requested to promptly notify any changes in their addresses to the Company at its Registered Office.
7. All documents referred to in the Notice will be available for inspection at the Company's Registered Office during normal business hours on working days up to the date of the AGM.
8. Pursuant to Section 101 and Section 136 of the Companies Act, 2013 read with relevant Rules made there under, companies can serve Annual Reports and other communications through electronic mode to those Members who have registered their email address either with the Company or with the Depository Participant(s). Members holding shares in demat form are requested to register their email address with the Depository Participant(s) only. Members of the Company who have registered their email address are also entitled to receive such communication in physical form, upon request.
9. The Notice of AGM and Attendance Slip are being sent in electronic mode to Members whose email address are registered with the Company or the Depository Participant(s), unless the Members have registered their request for the hard copy of the same. Physical copy of the Notice of AGM and Attendance Slip are being sent to those Members who have not registered their email address with the Company or Depository Participant(s). Members who have received the Notice of AGM and Attendance Slip in electronic mode are requested to print the Attendance Slip at the Registration Counter at the AGM.