

Place : Alibaba

Date : 16/08/2017

**MONOTYPE INDIA LIMITED**

CIN: L72900MH1974PLC287552

Regd. Office: Office No. 602, 6th Floor, "Raheja Chambers",
213, Nariman Point, Mumbai- 400 021 Tel: 022 40068190

Email: monotypeindia@td@gmail.com Website: www.monotypeindia.in

NOTICE OF 42nd ANNUAL GENERAL MEETING, BOOK CLOSURE & E-VOTING

The Notice is hereby given that:

1. The 42nd Annual General Meeting (AGM) of the members of Monotype India Limited will be held on Monday, the 11th day of September, 2017 at 12:00 p.m. at the registered office of the Company situated at 602, 6th Floor, "Raheja Chambers", 213, Nariman Point, Mumbai- 400 021. The Company has completed the dispatch of notice together with Annual Report for the financial year 2016-17 on 16th August, 2017 to the members holding shares on 04th August, 2017 through prescribed mode.
2. Notice is further given that pursuant to Section 91 of the Companies Act, 2013 and Regulation 42 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Register of Members and Share Transfer shall remain closed from, 05th September, 2017 to 11th September, 2017 (both days inclusive) for the purpose of AGM.
3. Members are hereby informed that in compliance with the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company is pleased to provide e-voting facility to its members holding shares in physical and dematerialized form as on 04th September, 2017 (cut-off date) to enable them to cast their vote by electronic means on the businesses that may be transacted through e-voting services provided by the Central Depository Services (India) Limited (CDSL). The instructions for e-voting are given in the Notice of the AGM. The details pursuant to the provisions of the said Act and the said rule are given hereunder:
 - i. Date of completion of Dispatch of Notice: 16th August, 2017
 - ii. Date and time of commencement of e-voting: 08th September, 2017 from 10:00 A.M.
 - iii. Date and time of end of e-voting: 10th September, 2017 till 05:00 P.M.
 - iv. Members may please note that (a) the remote e-voting module shall be disabled by CDSL after the aforesaid date and time for e-voting and once the vote on a resolution is cast by a Member, the Member shall not be allowed to change it subsequently; (b) the facility for voting through Poll Paper shall be made available at AGM; (c) the Members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be entitled to cast their vote again and (d) a person whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cut-off date only shall be entitled to avail the facility of remote e-voting as well as voting at the AGM through Poll Paper.
4. Shareholders, who become members of the Company after the date of notice of AGM and holding shares as on the cut-off date i.e. 04th September, 2017, may obtain the user id and password by sending an e-mail request to monotypeindia@td@gmail.com.

The notice of the AGM forming part of the Annual Report is displayed on the Company's website www.monotypeindia.in and also on the CDSL's website www.evotingindia.com and in case of queries/grievances relating to e-voting, the Shareholders may contact at 1800 200 5533 or E-mail at helpdesk.evoting@cdslindia.com. Members may also write at monotypeindia@td@gmail.com or to the Company at its registered office.

For Monotype India Limited
Sd/-

Date : 16/08/2017

Place : Mumbai

Ms. Sneha Soni
Company Secretary