



INDONG TEA COMPANY LIMITED

CIN No.: L01122WB1990PLC050506

Sikkim Commerce House. 4/1, Middleton Street. Kolkata - 700 071, India

Phone: 91-33 4006 3601 / 3602

E-mail: indongtea@asiangroup.in

Website: www.indongteaco.com

Garden: P.O. - Matelli. Dist.: Jalpaiguri (W.B.) Pin: 735223. Rly. Station: Chalsa

Date: 30-08-2024

To,
BSE Limited,
Department of Corporate Services,
Floor 25, P. J. Towers, Dalal Street,
Mumbai - 400 001

Scrip Code and ID: 543769 (INDONG)

Dear Sir/Madam,

Sub: Intimation of 34th Annual General Meeting and Book Closure

Pursuant to Regulation 30 of the SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015, we hereby inform that the **34th Annual General Meeting of the Company is scheduled to be held on Tuesday, September 24, 2024 at 11:00 A.M. (IST) through Video Conferencing ("VC")/Other Audio-Visual Means ("OAVM")**.

Further, in terms of Regulation 42 of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, we hereby inform you that the Register of Members and Share Transfer Books of the Company will remain closed from Tuesday, 17th September 2024 to Tuesday, 24th September, 2024 (both days inclusive).

The Company has fixed **Monday, 16th September, 2024** as the "***Cut-Off-Date***" for the purpose of E-Voting. Those shareholders holding shares either in dematerialized form or in physical form, as on the close of business hours on 16th September, 2024 will be entitled to avail the facility of remote e-voting as well as voting at the Annual General Meeting.

Kindly take the aforesaid information on record and oblige.

Thanking You,

Yours faithfully,

For, **Indong Tea Company Limited**

Chandan Gupta
Company Secretary cum Compliance Officer
Enclosed as above: