

INNOVATE LABS PRIVATE LIMITED

Unit No. 428, Fourth Floor, Suncity Success Tower, Sector-65 Gurugram 122005, Haryana

CIN: U72900HR2022PTC102647

Email ID: info@innovate-labs.com

NOTICE OF 1st (FIRST) ANNUAL GENERAL MEETING

Notice is hereby given that the 1st (First) Annual General Meeting of the Members of Innovate Labs Private Limited ("the Company") will be held on Saturday, 30th day of September, 2023 at 04:00 P.M at the registered office of the Company at Office No. 428, 4th Floor, Suncity Success Tower, Sector 65, Gurgaon 122005, Haryana to transact the following business: -

ORDINARY BUSINESS:

- 1. To receive, consider and adopt the audited Annual Financial Statements of the Company comprising of Balance Sheet as at 31st March, 2023, Statement of Profit & Loss and Cash Flow Statement for the year ended as on that date along with Notes to accounts referred therein, the Auditors' Report thereon and the Board's Report thereto.**

"RESOLVED THAT pursuant to the provisions of Section 129 of the Companies Act, 2013 and rules made thereunder (including any amendment therein or re-enactment thereof, if any), Financial Statements of the Company comprising of Balance Sheet as at 31st March, 2023, Statement of Profit & Loss and Cash Flow Statement for the financial year ending as on that date together with annexures, schedules and notes thereon and the Board's report and Auditors report thereon, be and are hereby received, considered and adopted."

- 2. To approve the appointment of Vijay Gosain and Associates, Chartered Accountants as statutory auditors of the Company:**

"RESOLVED THAT pursuant to the provisions of Section 139, 141 and 142 of the Companies Act, 2013 read with Rule 3 of the Companies (Audit and Auditors) Rules, 2014 and other applicable provisions of the Companies Act, 2013 read with Companies (Audit and Auditors) Rules, 2014, (including any statutory modification(s) or re-enactment thereof for the time being in force) for the time being in force, the approval of the members of the Company be and is hereby accorded for appointment of Vijay Gosain and Associates, Chartered Accountant (Membership No. 510058 / Reg. No. 032487N) as Statutory Auditors of the Company for a period of five years beginning from the conclusion of this Annual General Meeting till the conclusion of Sixth Annual General Meeting i.e. for the Financial Year 2027-2028 on such remuneration plus reimbursement of taxes, travelling and out of pocket expenses, as may be mutually agreed with the Auditors and Mr. Atul Marwaha, Managing Director of the Company;

RESOLVED FURTHER THAT any Director, be and is hereby authorized to do all such acts, deeds and things as may be required to give effect to the resolution including filing of requisite e-forms with the Registrar of Companies."

By order of the Board of Directors
Innovate Labs Private Limited

Date: 07.09.2023

Place: Gurugram

Atul Marwaha
Managing Director
DIN: 03574062



Address: C/o, E42 Westend Height,
DLF Phase 5, Gurugram – 122009

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NOTES:

- 1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON A POLL, TO VOTE INSTEAD OF HIMSELF. THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. A BLANK FORM OF THE PROXY IS ENCLOSED WITH THIS NOTICE. PROXIES IN ORDER TO BE EFFECTIVE, MUST BE RECEIVED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE SCHEDULED TIME OF THE ANNUAL GENERAL MEETING.**
2. Kindly bring your copies of Annual Report to the meeting.
3. Members are requested to notify the Company immediately of any change in their address.
4. Corporate members intending to send their authorized representatives to attend the meeting are requested to send a certified copy of Board resolution authorizing their representative to attend and vote on their behalf at the meeting.
5. All documents referred to in the accompanying Notice shall be open for inspection at the Registered office of the Company situated at Office No. 428, 4th Floor, Suncity Success Tower, Sector 65, Gurgaon 122005, Haryana during the normal business hours (9 A.M to 6 P.M) on all working days, upto and including the date of Annual General Meeting of the Company.
6. The Register of Directors and Key Managerial Personnel and their shareholding, proxies lodged, register u/s 189 of Companies Act, 2013 and other statutory registers will be available for inspection in the Annual General Meeting.
7. Since no special business has been set out in this Notice, Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 is not required to be given.
8. Members/ Proxies should bring the Attendance Slips duly filled-in for attending the meeting.

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Form No. MGT-11

Proxy form

[Pursuant to Section 105(6) of the Companies Act, 2013 and Rule 19(3) of the Companies (Management and Administration) Rules, 2014]

CIN: U72900HR2022PTC102647

Name of the Company: Innovate Labs Private Limited

Registered office: Office No. 428, 4th Floor, Suncity Success Tower, Sector 65, Gurgaon 122005, Haryana

Name of the Member(s):

Registered address:

E-mail Id:

Folio No:

I/ We being the member of Landscape Outsource Marketing Private Limited, holding.....shares, hereby appoint

1. Name:

Address:

E-mail Id:

Signature:, or failing him

2. Name:

Address:

E-mail Id:

Signature:,

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 1st (First) Annual General Meeting of Members of the Company, to be held on Saturday, 30th day of September, 2023 at 04:00 P.M at the registered office of the Company at Office No. 428, 4th Floor, Suncity Success Tower, Sector 65, Gurgaon 122005, Haryana and at any adjournment thereof in respect of such resolutions as are indicated below:

ORDINARY BUSINESS:

1. To receive, consider and adopt the audited Annual Financial Statements of the Company comprising of Balance Sheet as at 31st March, 2023, Statement of Profit & Loss and Cash Flow Statement for the year ended as on that date along with Notes to accounts referred therein, the Auditors' Report thereon and the Board's Report thereto.
2. To approve the appointment of Vijay Gosain and Associates, Chartered Accountant (Membership No. 510058 / Reg. No. 032487N) as statutory auditors of the Company.

Signed this day of..... 2023

Signature of Shareholder

Signature of Proxy holder(s)

Affix
Revenue
Stamp

Note: This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, atleast 48 hours before the commencement of the Meeting.

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Attendance Slip

Time :

Place :

FULL NAME OF THE FIRST SHAREHOLDER:

Joint Shareholders, if any.....

Father's/Husband name.....

Address in full.....

FULL NAME(S) OF THE PERSON ATTENDING THE MEETING AS A PROXY -----

I/We hereby record my /our attendance at the 1st (First) Annual General Meeting of **Innovate Labs Private Limited** held on Saturday, 30th day of September, 2023 at 01:00 P.M at the registered office of the Company at Office No. 428, 4th Floor, Suncity Success Tower, Sector 65, Gurgaon 122005, Haryana.

Folio No. : No of Shares held:

Signature of the Member / Proxy_.