

# InstaKart Services Private Limited

CIN: U74900KA2015PTC080778

Regd. off: Buildings Alyssa, Begonia & Clover, Embassy Tech Village,

Outer Ring Road, Devarabeesanahalli Village Bengaluru - 560103

Email: [regulatory@flipkart.com](mailto:regulatory@flipkart.com) Phone no- +918037786001

Date: September 22, 2023

To,  
The Members  
The Directors  
The Auditors

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## NOTICE

**NOTICE IS HEREBY GIVEN THAT EIGHTH ANNUAL GENERAL MEETING OF INSTAKART SERVICES PRIVATE LIMITED WILL BE HELD AT A SHORTER NOTICE ON TUESDAY, THE 26<sup>TH</sup> SEPTEMBER 2023 AT 03.30 P.M. THROUGH VIDEO CONFERENCING (“VC”) / OTHER AUDIO-VISUAL MEANS (“OAVM”) TO TRANSACT THE FOLLOWING BUSINESS:**

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### Ordinary Business:

#### Item no.1

### ADOPTION OF AUDITED FINANCIAL STATEMENTS OF THE COMPANY FOR THE FINANCIAL YEAR ENDED 31ST MARCH 2023:

To receive, consider and adopt the Audited Financial Statements of the Company for the financial year ended 31st March 2023, the Reports of Board of Directors and Auditors thereon and if though fit, to pass, with or without modifications, the following resolution as an **Ordinary Resolution:**

“**RESOLVED THAT** the audited financial statements of the Company for the financial year ended 31st March 2023 consisting of Balance Sheet, Statement of Profit & Loss, Cash Flow Statement, Statement of Changes in Equity and Schedules and Notes appended thereto along with the Auditors' report and Directors' report thereon be and are hereby approved and adopted.”

By order of the Board of Directors  
**Instakart Services Private Limited**

**Prabhakar Kolla**

**Director**

**DIN: 08626124**

Address: 3A, 701, Soul Space Arista, Marathalli ORR,

Doddanekkundi, Opp EM2, Bangalore North, Bengaluru – **560037**

Date: 22<sup>nd</sup> September 2023

Place: Bengaluru

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## **NOTES:**

- 1. The Statement setting out the material facts pursuant to Section 102 of the Companies Act, 2013 and Secretarial Standard on General Meetings (SS-2), in respect of the Special Business to be transacted at the Annual General Meeting is annexed hereto.**
- 2. Pursuant to the Circular No. 14/2020 dated April 08, 2020, Circular No. 17/2020 dated April 13, 2020, Circular No. 20/2020 dated May 05, 2020, Circular No. 02/2021 dated January 13, 2021, General Circular No. 02/2022 dated May 05, 2022, and all other relevant circulars, notifications, guidelines (“MCA Circulars”) issued in this regard from time to time by the Ministry of Corporate Affairs, Government of India (“MCA”), companies are allowed to convene their AGMs through video conferencing (“VC”) or other audio visual means (“OAVM”), without the physical presence of the members at a common venue. Hence, in accordance with the MCA Circulars, the AGM of the Company is being held through VC / OAVM. The members are requested to attend and participate in the AGM through VC/OAVM. In accordance with the Secretarial Standard-2 (“SS-2”) on General Meetings issued by the Institute of Company Secretaries of India (“ICSI”) the proceedings of the AGM shall be deemed to be conducted at the Registered Office of the Company which shall be the deemed venue of the AGM.**
- 3. A member entitled to attend and vote is NOT entitled to appoint a proxy to attend and vote instead of himself as the meeting will be held as per the framework prescribed by the Ministry of Corporate Affairs. However, in pursuance of Section 113 of the Act, representatives of the body corporate members may be appointed for the purpose of voting through remote e-voting or for participation and voting in the meeting held through VC or OAVM.**
- 4. Members attending the Annual General Meeting through VC /OAVM shall be counted for the purpose of reckoning the quorum under Section 103 of the Act.**
5. Members are requested to accord their consent pursuant to section 101 of the Companies Act, 2013, for holding this Annual general meeting at a shorter notice. The form for providing the same is enclosed.
6. Members are requested to keep their copy of this Notice during the Meeting.
7. Members are requested to record their attendance when the Chairman calls for it.
8. Corporate Members are requested to send a duly certified copy of the Board Resolution authorizing their representative to attend and vote at the Annual General Meeting at the email ID at [deepanjali.sharma@flipkart.com](mailto:deepanjali.sharma@flipkart.com).
9. Members whose email ID is not registered or who may want to change their e mail ID registered with the company can get that done by sending email at [deepanjali.sharma@flipkart.com](mailto:deepanjali.sharma@flipkart.com).
10. Login shall start 15 mins before the scheduled time of the meeting.

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11. Members can cast their votes by show of hands and during the meeting held through VC or OAVM facility, where a poll on any item is required, the members shall cast their vote on the resolutions only by sending emails through their email addresses which are registered with the Company to [deepanjali.sharma@flipkart.com](mailto:deepanjali.sharma@flipkart.com) or [regulatory@flipkart.com](mailto:regulatory@flipkart.com) .
12. Members can join the meeting through VC by logging into the below link: [meet.google.com/xdu-zofd-vni](https://meet.google.com/xdu-zofd-vni). In case of any concern in joining the VC meeting you are requested to reach out to [deepanjali.sharma@flipkart.com](mailto:deepanjali.sharma@flipkart.com).
13. Since the Annual General Meeting will be held through VC / OAVM, the route map, proxy form and attendance slip are not annexed to this Notice
14. The Register of Directors and Key Managerial Personnel and their shareholding maintained under Section 170 of the Companies Act, 2013, will be available for inspection electronically by the Members at the Annual General Meeting.
15. The Register of Contracts or Arrangements in which Directors are interested, maintained under Section 189 of the Companies Act, 2013 will be available electronically in the meeting.
16. All documents mentioned in this notice are available for inspection during 9 am to 6pm on all business days and electronically at the Annual General Meeting.
17. Your Directors hereby undertake that this General Meeting shall be convened as per the circulars issued by the Ministry of Corporate Affairs in this regard from time to time.

By order of the Board of Directors

**Instakart Services Private Limited**

**Prabhakar Kolla**

**Director**

**DIN: 08626124**

Address: 3A, 701, Soul Space Arista, Marathalli ORR,

Dodanekkundi, Opp EM2, Bangalore North, Bengaluru – **560037**

Date: 22<sup>nd</sup> September 2023

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## **On the letter head of shareholder**

Consent by Members for Shorter Notice

(Pursuant to Section 101(1) and Section 136 of the Companies Act, 2013)

To

**The Board of Directors**

**Instakart Services Private Limited**

**Buildings Alyssa, Begonia & Clover, Embassy Tech Village,**

**Outer Ring Road, Devarabeesanahalli Village**

**Bengaluru -560103 KA, INDIA**

We, \_\_\_\_\_, having our registered office at \_\_\_\_\_ holding \_\_\_ Equity shares of Rs \_\_\_\_\_ each in the Company in our own name, hereby give consent pursuant to the applicable provisions of the Indian Companies Act to hold the Annual General Meeting (“AGM”) of the Company on 26<sup>th</sup> September 2023 at 03:30 PM through video conference / other audio visual means (OAVM) at shorter notice.

We/I further approve to circulate the Financial Statements of the Company for the financial year ended March 31, 2023, for less than twenty-one (21) days as required under the provisions of Section 136 of the Companies Act, 2013.

for \_\_\_\_\_

**Authorized Signatory**

\_\_\_\_\_

**Date:**