

**LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED**

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W): [www.llfildt.in](http://www.llfildt.in)

**Date: 12.06.2023**

To,

**BSE Limited**  
25<sup>th</sup> Floor, Phiroze Jeejeebhoy Towers,  
Dalal Street,  
Mumbai- 400001

**Metropolitan Stock Exchange Limited**  
Building A, Unit 205A, 2nd Floor,  
Piramal Agastya Corporate Park,  
L.B.S Road, Kurla West, Mumbai -400070

**Sub: Intimation of date of 39<sup>th</sup> Annual General Meeting**

Dear Sir/Madam,

We wish to inform you that the **39<sup>th</sup> Annual General Meeting ("AGM")** of the Company will be held on **Monday, 10<sup>th</sup> July, 2023** at **11:00 A.M** through Video Conferencing ("VC").

Register of Members and Share Transfer Books of the Company will remain close from **Friday, 30<sup>th</sup> June, 2023 to Sunday, 9<sup>th</sup> July, 2023** for the purpose of **39<sup>th</sup> Annual General Meeting**.

Kindly consider and take our submission in your records,

Thanking You,

Yours faithfully,

**LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED**



**AMN RAJESH K**  
Whole-Time Director

DIN: 06792048

ADDRESS: 8 – GIRIRAJ, 2ND FLOOR KOTACHI,  
WADI V.P.ROAD GIRGAON, MUMBAI-400004

\*Please find enclosed the **NOTICE** of the Annual General Meeting for the Year ended 31<sup>st</sup> March, 2023.

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.lfltd.in](http://www.lfltd.in)

### **NOTICE OF 39<sup>TH</sup> ANNUAL GENERAL MEETING**

**Notice** is hereby given that the 39<sup>th</sup> Annual General Meeting of the Members of **Leading Leasing Finance and Investment Company Limited** will be held on **Monday, 10<sup>th</sup> July, 2023** at **11:00 A.M** through video conferencing (VS)/other audio visual means (oavm) facility to transact the following businesses:

#### **ORDINARY BUSINESS:-**

**1. ADOPTION OF FINANCIAL STATEMENTS**

To receive, consider and adopt the Standalone Audited Financial Statements of the Company for the **Financial Year Ended March 31, 2023** i.e, **Balance Sheet as at 31<sup>st</sup> March, 2023**, the **Statement of Profit and Loss** and **Cash Flow Statement** for the year ended **31<sup>st</sup> March, 2023** along with the **Reports of the Board of Directors and Auditors** thereon.

**2. APPOINTMENT OF MS. AMI JINEN SHAH (DIN: 06792048) AS A WHOLE-TIME DIRECTOR, LIABLE TO RETIRE BY ROTATION.**

To consider and if thought fit, to pass with or without modifications, the following resolution as an **Ordinary Resolution**:

**"RESOLVED THAT** pursuant to the provision of Section 152 and other applicable provisions of the Companies Act, 2013, **Ms. Ami Jinen Shah (DIN: 06792048)** who retires by rotation at this Meeting and being eligible for re-appointment offers herself for the re-appointment, be and is hereby appointed as a Whole-Time Director of the Company."

#### **SPECIAL BUSINESS:-**

**3. REGULARIZATION OF ADDITIONAL DIRECTOR, MR. SURAJ KUMAR JHA (DIN-10197854) BY APPOINTING HIM AS A NON-EXECUTIVE INDEPENDENT DIRECTOR OF THE COMPANY**

To consider and if thought fit, to pass with or without modification(s), the following Resolution(s) as **Ordinary Resolution(s)**:

**"RESOLVED THAT** Mr. Suraj Kumar Jha (DIN-10197854), who was appointed as an Additional Director with effect from 12th June, 2023 on the Board of Directors of the Company in terms of Section 161 of the Companies Act, 2013 and who holds office up

**LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED**

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.lfltd.in](http://www.lfltd.in)

to the date of this Annual General Meeting, be and is hereby appointed as a Non-Executive & Independent Director of the Company.”

“**RESOLVED FURTHER THAT**, the Board of Directors of the Company be and are hereby severally authorized to sign the requisite forms documents and to do all such acts, deeds and things and execute all such documents, instruments and writings as may be required to give effect to the aforesaid resolution.”

**4. INCREASE IN THE AUTHORIZED SHARE CAPITAL AND CONSEQUENT ALTERATION OF MEMORANDUM OF ASSOCIATION**

To consider and if thought fit, to pass the following resolution as **Ordinary Resolution(s)**:

“**RESOLVED THAT** pursuant to the provisions of Section 13, Section 61 and 64 of the Companies Act, 2013 and other applicable provisions, if any, the Authorised Equity Share Capital of the Company, be and is hereby increased from the existing Rs. 6,50,00,000 (Rupees Six Crore Fifty Lakhs Only) divided into 6,50,00,000 (Six Crore Fifty Lakhs Only) Equity Shares of face value of Rs. 1/- (Rupees One Only) each to Rs. 11,00,00,000 (Rupees Eleven Crores Only) divided into 11,00,00,000 (Eleven Crores Only) Equity Shares of Rs. 1/- (Rupees One Only) each, by creation of additional 4,50,00,000 (Four Crores Fifty Lakhs Only) Equity Shares of Rs. 1/-(Rupees One Only) each ranking pari-passu in all respect of existing Equity Shares.”

“**RESOLVED FURTHER THAT** pursuant to Section 13 and all other applicable provisions, if any, of the Companies Act, 2013, the existing clause V of the Memorandum of Association of the Company as to Authorised Share Capital be and is hereby substituted in its place stated as under -

**V. The Authorised Share Capital of the Company is Rs. 11,00,00,000 (Rupees Eleven Crores Only) divided into 11,00,00,000 (Eleven Crores Only) Equity Shares of Rs. 1/- (Rupees One Only) each.”**

“**RESOLVED FURTHER THAT** any Director of the Company, be and is hereby authorised to execute and sign and file necessary e-forms with the Registrar of Companies and to do all such acts, deeds and things as may considered expedient and necessary in this regard, to give effect to this resolution. ”

**5. TO ISSUE 5,33,50,000 NO. OF SHARES AS BONUS ISSUE WITH THE RATIO OF 1:1.**

To consider and if thought fit, to pass the following resolution as a **Special Resolution(s)**:

“**RESOLVED THAT** pursuant to Section 63 of the Companies Act, 2013 and other applicable provisions, if any, including rules notified thereunder, as may be amended from time to time

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.lfltd.in](http://www.lfltd.in)

(including any statutory modification or re-enactment thereof for the time being in force) read with Regulation 293 and other relevant provisions, laid down in chapter XI of Securities and Exchange Board of India ( Issue of Capital and Disclosure Requirements) Regulations, 2018, applicable provisions of Article of Associations of the company and applicable Regulatory Authorities and such permissions, sanctions and approvals as may be required in this regard; Approval of shareholders be and is hereby accorded for issuance upto **5,33,50,000 Equity Shares of Rs. 1/- each** as Bonus Shares of an aggregate nominal value upto **Rs. 5,33,50,000/- (Rupees Five Crore Thirty Three Lakhs Fifty Thousand only)**, as bonus shares to the shareholders out of free reserves and surplus."

### "RESOLVED FURTHER THAT:

- The Bonus issue of the shares will be made in the ration of 1:1 [ i.e, 1 (one) Fully paid up equity shares for every 1(one) equity shares held.] to the shareholders on such date (Record Date) as may be determined by the board of directors(s) after approval of Shareholders in General Meeting.
- The Equity Shares so issued shall upon allotment have the same rights of voting as the existing Equity Shares and be treated for all other pari-passu with the existing Equity Shares of the company.
- Share Certificates shall be issued to those to whom the bonus shares are allotted within the time prescribed in the Companies Act, 2013 with regard to the shares held in dematerialized form, the Bonus Shares will be credited to the respective demat account of the holders.
- No Members shall be entitled to a fraction of equity shares as a result of implementation of this resolution and no certificate or coupon or cash shall be issued for fraction of equity shares and the bonus shall be rounded to the lower integer.
- All fractions of bonus equity shares shall be ignored and accordingly the number of issuance of Bonus share may be reduced."

"RESOLVED FURTHER THAT for the purpose of giving effect to this resolution, Any Director of the company be and is hereby authorized to do all acts, deeds, matters and things necessary, proper or desirable and to sign and execute all necessary documents, authority letters, applications and returns with Stock Exchange, SEBI, Superintendent of Stamps, NSDL, CDSL, RTA or any other authority."

By order of the Board  
For Leading Leasing Finance and Investment Company Limited



Whole Time Director

DIN: 06792048

Add: Giriraj 2<sup>nd</sup> Floor KotachiWadi  
V.P. Road Girgaon Mumbai 400004

Place: New Delhi

Date:12.06.2023

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.lifltd.in](http://www.lifltd.in)

### NOTES:

1. In view of the massive outbreak of the COVID-19 pandemic, social distancing is a norm to be followed and pursuant to the Circular No. 14/2020 dated April 08, 2020, Circular No.17/2020 dated April 13, 2020 issued by the Ministry of Corporate Affairs followed by Circular No. 20/2020 dated May 05, 2020 and Circular No. 02/2021 dated January 13, 2021 and all other relevant circulars issued from time to time, physical attendance of the Members to the AGM venue is not required and general meeting be held through video conferencing (VC) or other audio visual means (OAVM). Hence, Members can attend and participate in the ensuing AGM through VC/OAVM.
2. Pursuant to the Circular No. 14/2020 dated April 08, 2020, issued by the Ministry of Corporate Affairs, the facility to appoint proxy to attend and cast vote for the members is not available for this AGM. However, the Body Corporates are entitled to appoint Authorised Representatives to attend the AGM through VC/OAVM and participate there at and cast their votes through e-voting.
3. The Members can join the AGM in the VC/OAVM mode 15 minutes before and after the scheduled time of the commencement of the Meeting by following the procedure mentioned in the Notice. The facility of participation at the AGM through VC/OAVM will be made available for 1000 members on first come first served basis. This will not include large Shareholders (Shareholders holding 2% or more shareholding), Promoters, Institutional Investors, Directors, Key Managerial Personnel, the Chairpersons of the Audit Committee, Nomination and Remuneration Committee and Stakeholders Relationship Committee, Auditors etc. who are allowed to attend the AGM without restriction on account of first come first served basis.
4. The attendance of the Members attending the AGM through VC/OAVM will be counted for the purpose of reckoning the quorum under Section 103 of the Companies Act, 2013.
5. Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014 (as amended) and Regulation 44 of SEBI (Listing Obligations & Disclosure Requirements) Regulations 2015 (as amended), and the Circulars issued by the Ministry of Corporate Affairs dated April 08, 2020, April 13, 2020 and May 05, 2020 the Company is providing facility of remote e-Voting to its Members in respect of the business to be transacted at the AGM. For this purpose, the Company has entered into an agreement with National Securities Depository Limited (NSDL) for facilitating voting through electronic means, as the authorized agency. The facility of casting votes by a member using remote e-Voting system as well as venue voting on the date of the AGM will be provided by NSDL.

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.lfltd.in](http://www.lfltd.in)

6. In line with the Ministry of Corporate Affairs (MCA) Circular No. 17/2020 dated April 13, 2020, the Notice calling the AGM has been uploaded on the website of the Company at [www.lfltd.in](http://www.lfltd.in). The Notice can also be accessed from the websites of the Stock Exchanges i.e. BSE Limited and Metropolitan Stock Exchange of India Limited at [www.bseindia.com](http://www.bseindia.com) and [www.msei.in](http://www.msei.in) respectively and the AGM Notice is also available on the website of NSDL (agency for providing the Remote e-Voting facility) i.e. [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
7. AGM has been convened through VC/OAVM in compliance with applicable provisions of the Companies Act, 2013 read with MCA Circular No. 14/2020 dated April 08, 2020 and MCA Circular No. 17/2020 dated April 13, 2020, MCA Circular No. 20/2020 dated May 05, 2020 and MCA Circular No. 2/2021 dated January 13, 2021.
8. Those Shareholders holding shares in physical mode who have not registered/ updated their email addresses with the Company, are requested to register/ update the same by click on <http://purvashare.com/email-and-phone-updation/> or by writing to the Company with details of folio number and attaching a self-attested copy of PAN Card at [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com) or to Purva Sharegistry (India) Pvt. Ltd. at [support@purvashare.com](mailto:support@purvashare.com) and Members holding shares in dematerialised mode, who have not registered/ updated their email addresses with their Depository Participants, are requested to register/ update their email addresses by contacting their respective the Depository Participants with whom they maintain their demat accounts.
9. Pursuant to Regulation 36(3) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the brief profile of Directors eligible for re-appointment item no. 2 is as follows:-

Item No.	2
Particulars	Ami Jinen Shah
DIN	06792048
Date of Birth	22.09.1984
Terms and Conditions of Re-appointment	Re-appointment as Director of the company liable to retire by rotation
Qualifications	Graduation
Experience in specific functional areas	5 years in Marketing
Directorship held in Other listed entities	NIL
Membership / Chairmanship of Committees of listed entities (includes only Audit Committee	N.A

**LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED**

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W): [www.lfltd.in](http://www.lfltd.in)

<b>and Stakeholders' Relationship Committee)</b>	
<b>Remuneration last drawn (F.Y. 2022-23)</b>	Rs. 50,000
<b>Number of shares held in the Company</b>	5000 Shares

**THE INSTRUCTIONS FOR MEMBERS FOR REMOTE E-VOTING AND JOINING GENERAL MEETING ARE AS UNDER:-**

The remote e-voting period begins on **Friday, 07<sup>th</sup> July, 2023 at 9.00 A.M. and ends on Sunday, 09<sup>th</sup> July, 2023 at 05.00 P.M.** The remote e-voting module shall be disabled by NSDL for voting thereafter. The Members, whose names appear in the Register of Members/Beneficial Owners as on the record date (**cut-off date**) i.e. **Tuesday, 04<sup>th</sup> July, 2023** may cast their vote electronically. The voting right of shareholders shall be in proportion to their share in the paid-up equity share capital of the Company as on the **cut-off date**, being **Tuesday, 04<sup>th</sup> July, 2023**.

**How do I vote electronically using NSDL e-Voting system?**

*The way to vote electronically on NSDL e-Voting system consists of "Two Steps" which are mentioned below:*

**Step 1: Access to NSDL e-Voting system**

- A) Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode

In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility.

Login method for Individual shareholders holding securities in demat mode is given below:

Type of shareholders	Login Method
Individual Shareholders holding securities in	1. Existing <b>IDeAS</b> user can visit the e-Services website of NSDL Viz. <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a> either on a Personal Computer or on a mobile. On the e-Services home page click on the " <b>Beneficial Owner</b> " icon under " <b>Login</b> " which is available under ' <b>IDeAS</b> '

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

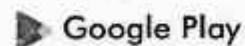
(W):[www.lifltd.in](http://www.lifltd.in)

demat mode  
with NSDL.

section , this will prompt you to enter your existing User ID and Password. After successful authentication, you will be able to see e-Voting services under Value added services. Click on “**Access to e-Voting**” under e-Voting services and you will be able to see e-Voting page. Click on company name or **e-Voting service provider i.e. NSDL** and you will be re-directed to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.

2. If you are not registered for IDeAS e-Services, option to register is available at <https://eservices.nsd.com>. Select “**Register Online for IDeAS Portal**” or click at <https://eservices.nsd.com/SecureWeb/IdeasDirectReg.jsp>
3. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsd.com/> either on a Personal Computer or on a mobile. Once the home page of e-Voting system is launched, click on the icon “Login” which is available under ‘Shareholder/Member’ section. A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number hold with NSDL), Password/OTP and a Verification Code as shown on the screen. After successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or **e-Voting service provider i.e. NSDL** and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting & voting during the meeting.
4. Shareholders/Members can also download NSDL Mobile App “**NSDL Speede**” facility by scanning the QR code mentioned below for seamless voting experience.

**NSDL Mobile App is available on**





## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(O) 011 – 65632288

(W) [www.lfltd.in](http://www.lfltd.in)

<p>Individual Shareholders holding securities in demat mode with CDSL</p>	<ol style="list-style-type: none"><li>1. Existing users who have opted for Easi / Easiest, they can login through their user id and password. Option will be made available to reach e-Voting page without any further authentication. The URL for users to login to Easi / Easiest are <a href="https://web.cdslindia.com/myeasi/home/login">https://web.cdslindia.com/myeasi/home/login</a> or <a href="http://www.cdslindia.com">www.cdslindia.com</a> and click on New System Myeasi.</li><li>2. After successful login of Easi/Easiest the user will be also able to see the E Voting Menu. The Menu will have links of <b>e-Voting service provider i.e. NSDL</b>. Click on <b>NSDL</b> to cast your vote.</li><li>3. If the user is not registered for Easi/Easiest, option to register is available at <a href="https://web.cdslindia.com/myeasi/Registration/EasiRegistration">https://web.cdslindia.com/myeasi/Registration/EasiRegistration</a></li><li>4. Alternatively, the user can directly access e-Voting page by providing demat Account Number and PAN No. from a link in <a href="http://www.cdslindia.com">www.cdslindia.com</a> home page. The system will authenticate the user by sending OTP on registered Mobile &amp; Email as recorded in the demat Account. After successful authentication, user will be provided links for the respective ESP i.e. <b>NSDL</b> where the e-Voting is in progress.</li></ol>
<p>Individual Shareholders (holding securities in demat mode) login through their depository participants</p>	<p>You can also login using the login credentials of your demat account through your Depository Participant registered with NSDL/CDSL for e-Voting facility. upon logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature. Click on company name or e-Voting service provider i.e. NSDL and you will be redirected to e-Voting website of NSDL for casting your vote during the remote e-Voting period or joining virtual meeting &amp; voting during the meeting.</p>

**Important note:** Members who are unable to retrieve User ID/ Password are advised to use Forget User ID and Forget Password option available at abovementioned website.

**Helpdesk for Individual Shareholders holding securities in demat mode for any technical issues related to login through Depository i.e. NSDL and CDSL.**

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.lfltd.in](http://www.lfltd.in)

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 1800 1020 990 and 1800 22 44 30
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at 022-23058738 or 022-23058542-43

**B) Login Method for e-Voting and joining virtual meeting for shareholders other than Individual shareholders holding securities in demat mode and shareholders holding securities in physical mode.**

### **How to Log-in to NSDL e-Voting website?**

1. Visit the e-Voting website of NSDL. Open web browser by typing the following URL: <https://www.evoting.nsdl.com/> either on a Personal Computer or on a mobile.
2. Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.
3. A new screen will open. You will have to enter your User ID, your Password/OTP and a Verification Code as shown on the screen.

*Alternatively, if you are registered for NSDL eservices i.e. IDEAS, you can log-in at <https://eservices.nsdl.com/> with your existing IDEAS login. Once you log-in to NSDL eservices after using your log-in credentials, click on e-Voting and you can proceed to Step 2 i.e. Cast your vote electronically.*

4. Your User ID details are given below :

Manner of holding shares i.e. Demat (NSDL or CDSL) or Physical	Your User ID is:
a) For Members who hold shares in demat account with NSDL.	8 Character DP ID followed by 8 Digit Client ID

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W): [www.lifltd.in](http://www.lifltd.in)

	For example if your DP ID is IN300*** and Client ID is 12***** then your user ID is IN300***12*****.
b) For Members who hold shares in demat account with CDSL.	16 Digit Beneficiary ID For example if your Beneficiary ID is 12***** then your user ID is 12*****
c) For Members holding shares in Physical Form.	EVEN Number followed by Folio Number registered with the company For example if folio number is 001*** and EVEN is 101456 then user ID is 101456001***

5. Password details for shareholders other than Individual shareholders are given below:

- a) If you are already registered for e-Voting, then you can use your existing password to login and cast your vote.
- b) If you are using NSDL e-Voting system for the first time, you will need to retrieve the 'initial password' which was communicated to you. Once you retrieve your 'initial password', you need to enter the 'initial password' and the system will force you to change your password.
- c) How to retrieve your 'initial password'?
  - (i) If your email ID is registered in your demat account or with the company, your 'initial password' is communicated to you on your email ID. Trace the email sent to you from NSDL from your mailbox. Open the email and open the attachment i.e. a .pdf file. Open the .pdf file. The password to open the .pdf file is your 8 digit client ID for NSDL account, last 8 digits of client ID for CDSL account or folio number for shares held in physical form. The .pdf file contains your 'User ID' and your 'initial password'.
  - (ii) If your email ID is not registered, please follow steps mentioned below in **process for those shareholders whose email ids are not registered.**

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W): [www.llflltd.in](http://www.llflltd.in)

6. If you are unable to retrieve or have not received the “ Initial password” or have forgotten your password:
  - a) Click on “[Forgot User Details/Password?](#)”(If you are holding shares in your demat account with NSDL or CDSL) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - b) [Physical User Reset Password?](#)” (If you are holding shares in physical mode) option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com).
  - c) If you are still unable to get the password by aforesaid two options, you can send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) mentioning your demat account number/folio number, your PAN, your name and your registered address etc.
  - d) Members can also use the OTP (One Time Password) based login for casting the votes on the e-Voting system of NSDL.
7. After entering your password, tick on Agree to “Terms and Conditions” by selecting on the check box.
8. Now, you will have to click on “Login” button.
9. After you click on the “Login” button, Home page of e-Voting will open.

### **Step 2: Cast your vote electronically and join General Meeting on NSDL e-Voting system.**

#### **How to cast your vote electronically and join General Meeting on NSDL e-Voting system?**

1. After successful login at Step 1, you will be able to see all the companies “EVEN” in which you are holding shares and whose voting cycle and General Meeting is in active status.
2. Select “EVEN” of company for which you wish to cast your vote during the remote e-Voting period and casting your vote during the General Meeting. For joining virtual meeting, you need to click on “VC/OAVM” link placed under “Join General Meeting”.
3. Now you are ready for e-Voting as the Voting page opens.
4. Cast your vote by selecting appropriate options i.e. assent or dissent, verify/modify the number of shares for which you wish to cast your vote and click on “Submit” and also “Confirm” when prompted.
5. Upon confirmation, the message “Vote cast successfully” will be displayed.
6. You can also take the printout of the votes cast by you by clicking on the print option on the confirmation page.
7. Once you confirm your vote on the resolution, you will not be allowed to modify your vote.

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.lfltd.in](http://www.lfltd.in)

### **General Guidelines for shareholders**

1. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to [<csvivekkumar@gmail.com>](mailto:csvivekkumar@gmail.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in).
2. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential. Login to the e-voting website will be disabled upon five unsuccessful attempts to key in the correct password. In such an event, you will need to go through the "[Forgot User Details/Password?](#)" or "[Physical User Reset Password?](#)" option available on [www.evoting.nsdl.com](http://www.evoting.nsdl.com) to reset the password.
3. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-Voting user manual for Shareholders available at the download section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call on toll free no.: 1800 1020 990 and 1800 22 44 30 or send a request at [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or contact Ms. Pallavi Mhatre, Manager or Ms. Soni Singh, Asst. Manager, National Securities Depository Limited, Trade World, 'A' Wing, 4th Floor, Kamala Mills Compound, Senapati Bapat Marg, Lower Parel, Mumbai – 400 013, at the designated email id – [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or [pallavid@nsdl.co.in](mailto:pallavid@nsdl.co.in) or [SoniS@nsdl.co.in](mailto:SoniS@nsdl.co.in) or at telephone nos.:- +91 22 24994545, +91 22 24994559, who will also address the grievances connected with voting by electronic means. Members may also write to the Company Secretary at the [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com).

**Process for those shareholders whose email ids are not registered with the depositories for procuring user id and password and registration of e mail ids for e-voting for the resolutions set out in this notice:**

1. In case shares are held in physical mode please provide Folio No., Name of shareholder, scanned copy of the share certificate (front and back), PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) by email to [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com).

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.llfltd.in](http://www.llfltd.in)

2. In case shares are held in demat mode, please provide DPID-CLID (16 digit DPID + CLID or 16 digit beneficiary ID), Name, client master or copy of Consolidated Account statement, PAN (self-attested scanned copy of PAN card), AADHAR (self-attested scanned copy of Aadhar Card) to [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com). If you are an Individual shareholders holding securities in demat mode, you are requested to refer to the login method explained at **step 1 (A)** i.e. Login method for e-Voting and joining virtual meeting for Individual shareholders holding securities in demat mode.
3. Alternatively shareholder/members may send a request to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) for procuring user id and password for e-voting by providing above mentioned documents.
4. In terms of SEBI circular dated December 9, 2020 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are required to update their mobile number and email ID correctly in their demat account in order to access e-Voting facility.

### THE INSTRUCTIONS FOR MEMBERS FOR e-VOTING ON THE DAY OF THE AGM ARE AS UNDER:-

1. The procedure for e-Voting on the day of the AGM is same as the instructions mentioned above for remote e-voting.
2. Only those Members/ shareholders, who will be present in the AGM through VC/OAVM facility and have not casted their vote on the Resolutions through remote e-Voting and are otherwise not barred from doing so, shall be eligible to vote through e-Voting system in the AGM.
3. Members who have voted through Remote e-Voting will be eligible to attend the AGM. However, they will not be eligible to vote at the AGM.
4. The details of the person who may be contacted for any grievances connected with the facility for e-Voting on the day of the AGM shall be the same person mentioned for Remote e-voting.

### INSTRUCTIONS FOR MEMBERS FOR ATTENDING THE AGM THROUGH VC/OAVM ARE AS UNDER:

1. Member will be provided with a facility to attend the AGM through VC/OAVM through the NSDL e-Voting system. Members may access by following the steps mentioned above for **Access to NSDL e-Voting system**. After successful login, you can see link of "VC/OAVM link" placed under "**Join General meeting**" menu against company name. You are requested to click on VC/OAVM link placed under Join General Meeting menu. The link for VC/OAVM will be available in Shareholder/Member login where the EVEN of Company will be displayed. Please note that the members who do not have the

## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.llfltd.in](http://www.llfltd.in)

User ID and Password for e-Voting or have forgotten the User ID and Password may retrieve the same by following the remote e-Voting instructions mentioned in the notice to avoid last minute rush.

2. Members are encouraged to join the Meeting through Laptops for better experience.
3. Further Members will be required to allow Camera and use Internet with a good speed to avoid any disturbance during the meeting.
4. Please note that Participants Connecting from Mobile Devices or Tablets or through Laptop connecting via Mobile Hotspot may experience Audio/Video loss due to Fluctuation in their respective network. It is therefore recommended to use Stable Wi-Fi or LAN Connection to mitigate any kind of aforesaid glitches.
5. Shareholders who would like to express their views/have questions may send their questions in advance mentioning their name demat account number/folio number, email id, mobile number at [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com). The same will be replied by the company suitably.
6. Those shareholders who have registered themselves as a speaker will only be allowed to express their views/ask questions during the meeting.

The result of voting will be announced at C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008 by the Chairperson of the **AGM on Monday, 10<sup>th</sup> July, 2023** The result of the voting will be communicated to the stock exchanges and will also be posted on the website of the Company.

By order of the Board  
For Leading Leasing Finance and Investment Company Limited



**Ami Jinen Shah**

Whole Time Director

DIN: 06792048

Add: Giriraj 2<sup>nd</sup> Floor Kotachiwadi  
V.P. Road Girgaon Mumbai 400004

Place: New Delhi

Date: 12.06.2023

## **LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED**

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.llfltd.in](http://www.llfltd.in)

### **ANNEXURE TO THE NOTICE**

#### **EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013**

##### **ITEM NO. 3:**

##### **REGULARIZATION OF ADDITIONAL DIRECTOR, MR. SURAJ KUMAR JHA (DIN-10197854) BY APPOINTING HIM AS A NON-EXECUTIVE INDEPENDENT DIRECTOR OF THE COMPANY**

Mr. Suraj Kumar Jha (DIN-10197854), who was appointed as an Additional Director with effect from **12th June, 2023** by the Board of Directors. According to the provision of Section 161 of the Companies Act, 2013 and the Article of Association of the company, he holds office as Director only up to the date of ensuing Annual General Meeting. Therefore, he is regularized as a Non-Executive & Independent Director from the ensuing Annual General Meeting.

The Board considers it desirable that the company should continue to avail itself of his services and hence recommends the resolution for approval of the shareholders as an Ordinary resolution.

None of the Directors / Key Managerial Personnel of the Company / their relatives (except Mr. Suraj Kumar Jha) are, in any way, concerned or interested, financially or otherwise, in the resolution set out at **Item No. 3** of this Notice.

##### **ITEM NO. 4:**

##### **INCREASE IN THE AUTHORIZED SHARE CAPITAL AND CONSEQUENT ALTERATION OF MEMORANDUM OF ASSOCIATION**

Presently, the Authorized Share Capital of the Company is Rs. 6,50,00,000 (Rupees Six Crore Fifty Lakhs Only) divided into 6,50,00,000 (Six Crore Fifty Lakhs Only) Equity Shares of face value of Rs. 1/- (Rupees One Only) each. In order to facilitate the future requirements, if any, of the Company, it is proposed to increase the Authorized Share Capital to Rs. 11,00,00,000 (Rupees Eleven Crore Only) divided into 11,00,00,000 (Eleven Crore Only) Equity Shares of face value of Rs. 1/- (Rupees One Only) each, by creation of additional 4,50,00,000 (Four Crores Fifty Lakhs Only) Equity Shares of Rs. 1/-(Rupees One Only) each. The increase in the Authorized Share Capital as aforesaid would entail consequential alteration of the existing **Clause V of the Memorandum of Association** of the Company.

The increase in the Authorized Share Capital and consequential alteration to **Clause V** of the Memorandum of Association of the Company require Members' approvals in terms of Sections 13, 61 and 64 of the Companies Act, 2013 and any other applicable statutory and regulatory requirements. The set of Memorandum of Association is available for inspection at the **Registered Office** of the Company during business hours between 11.00 A.M. to 2.00 P.M. on all working days of the Company (Except Saturday, Sundays and Public holidays).



## LEADING LEASING FINANCE AND INVESTMENT CO. LIMITED

C-233 G/F, Back Side, West Patel Nagar, New Delhi-110008

CIN: L65910DL1983PLC016712

(E) [leadingleasing@gmail.com](mailto:leadingleasing@gmail.com)

(o) 011 – 65632288

(W):[www.llfltd.in](http://www.llfltd.in)

None of the Directors / Key Managerial Personnel of the Company / their relatives are, in any way, concerned or interested, financially or otherwise, in the resolution set out at **Item No. 4** of this **Notice** except to the extent of their shareholding in the Company.

Accordingly, approval of the Members of the Company is hereby sought by way of **Ordinary Resolution** as set out in **Item No. 4** of this **Notice**.

### **ITEM NO. 5**

#### **TO ISSUE 5,33,50,000 NO. OF SHARES AS BONUS ISSUE WITH THE RATIO OF 1:1.**

The company has performed significantly well both in terms of Profit and business. As on March 31, 2023 total free Reserves and Surplus of the company is Rs. 6,42,90,000. With a view to capitalize the free Reserves and Surplus and to rationalize the capital structure, Board of Directors in its Meeting held on **Monday, 12th June, 2023** have proposed to issue 5,33,50,000 no. of Bonus Shares at the ratio of 1:1 [i.e, (One) fully paid up equity shares for every 1 (one) equity Shares held]. This Bonus allotment will also rationalize the paid-up capital of the company with the funds employed in the company.

As per the provisions of section 63 of the Companies Act, 2013, approval of the shareholders is required for issuance of Bonus Shares to the Members of the Company by way of passing a **Special Resolution**.

Accordingly, the Directors recommend the matter and the resolution set out under **Item no. 5** for the approval of the members by way of passing a **Special Resolution**. Pursuant to Section 102 of the Companies Act, 2013 the Board of Directors of the company do hereby confirm that none of its Directors or Key Managerial Personnel and their immediate relatives are concerned or interested, financially or otherwise, except to their shareholding, in the aforesaid resolution.

By order of the Board  
For Leading Leasing Finance and Investment Company Limited

Place: New Delhi

Date:12.06.2023



**Am Jinen Shah**  
Whole Time Director  
DIN: 06792048

Add: Giriraj 2<sup>nd</sup> Floor KotachiWadi  
V.P. Road Girgaon Mumbai 400004