

# TONGANI TEA COMPANY LIMITED

CIN : L01132WB1893PLC000742

15<sup>th</sup> July, 2024

The Secretary  
The Calcutta Stock Exchange Ltd.  
7, Lyons Range,  
KOLKATA – 700 001.

SUB : VOTING THROUGH ELECTRONIC MEANS IN CONNECTION WITH  
131<sup>st</sup> ANNUAL GENERAL MEETING TO BE HELD ON 9<sup>TH</sup> AUGUST, 2024

Dear Sir,

Please take note that the Company has fixed Friday, the 2<sup>nd</sup> August, 2024 as the cut-off date (record date) for the shareholders of the Company holding shares either in physical form or in demat form, who may cast their vote electronically.

Thanking you,

Yours faithfully,  
For TONGANI TEA COMPANY LIMITED

MANOJ KUMAR DAGA  
Director  
DIN : 00123386