

**SHORTER NOTICE**

To,

Date: June 24, 2021

The Board of Directors,  
SPA Capital Services Limited

Shorter Notice is hereby given that the Second Meeting of the Board of Directors of the Company for the Financial Year 2021-22 is scheduled to be held **on Wednesday, the 30<sup>th</sup> day of June, 2021 at the Registered Office of the Company situated at 25, C - Block, Community Centre, Janak Puri, New Delhi - 110 058 at 02:30 PM.**

It may be noted that pursuant to the provisions of the Companies Act, 2013 read with the Rules made there under and the Secretarial Standards issued by the Institute of Companies Secretaries of India for conducting the meetings of Board and Committees thereof, the Company has provided a facility for participation of the Directors in the meeting through electronic mode i.e. Video Conferencing.

If you wish to participate through electronic mode, kindly inform in advance to the undersigned person at [listing@spacapital.com](mailto:listing@spacapital.com) at least 2 days prior to the date of Board Meeting to enable us to make necessary arrangement for the same. In absence of the confirmation, it will be presumed that the meeting shall be attended physically by the Director(s).

The detailed agenda to the forthcoming Board Meeting is enclosed herewith for your kind perusal.

You are requested to kindly make it convenient to attend the same.

**For and on behalf of**  
**SPA Capital Services Limited**

**Sd/-**  
**Sukhjit Kaur**  
**Company Secretary & Compliance Officer**  
**A48821**  
**25-C Block Community Centre, Janakpuri, New Delhi-110058**