

# **Esquire Money Guarantees Limited**

**CERTIFIED TRUE COPY**

**For ESQUIRE MONEY GUARANTEES LTD.**

  
**Authorised Signatory/Director**

## **Annual Report 2003 - 04**

**ESQUIRE MONEY GUARANTEES LIMITED****NOTICE**

**NOTICE** is hereby given that the 19<sup>th</sup> Annual General Meeting of the members of your Company **M/s Esquire Money Guarantees Limited** will be held on Thursday the 30<sup>th</sup> September 2004 at 10.30 a.m at 4F2, Court Chmaber, 35, New Marine Lines, Mumbai 400 020 to transact the following business:-

**Ordinary Business:-**

1. To receive, consider and adopt the Audited Balance Sheet of the Company as at 31<sup>st</sup> March 2004 and Profit & Loss Account for the year ended on that date, together with the Report of Directors and Auditors thereon.
2. To appoint a Director in the place of Mr.Mool Chand Suthar who retires by rotation and is eligible for re-appointment.
3. To appoint a Director in the place of Mr.S. K. Jajodia who retires by rotation and is eligible for re-appointment.
4. To appoint auditors to hold office from the conclusion of the ensuring meeting till the conclusion of the next Annual General Meeting.

**By Order of the Board**

**Sd/-**

**S.K. Jajodia  
Director**

**Mumbai, 11<sup>th</sup> August 2004**

**Notes:**

1. A member entitled to attend and vote is entitled to appoint a proxy to attend & vote instead of himself and such proxy need not be a member of the company. Proxies in order to be effective, must be deposited at the registered office of the company not less than 48 hours before the commencement of the meeting.
2. The Register of Members and Share Transfer Book of the company shall remain closed on 30<sup>th</sup> September 2004.
3. Members/Proxy holders must bring the Attendance slip to the meeting and hand it over at the entrance duly signed.
4. Members are requested to quote their folio number in all correspondence with the Company and notify the Company immediately of change, if any, in their address and/or of their mandate.

**ESQUIRE MONEY GUARANTEES LIMITED****DIRECTORS' REPORT**

**To the Members,**

Your directors take this opportunity to present their report on the business and operations of your company for the year ended March 31, 2004

**PERFORMANCE**

<b>Year ended</b>	<b>March 31, 2004</b>	<b>March 31, 2003</b>
Net Profit / (Loss) for the year	<b>1,286.79</b>	(364,466.63)
Add: Surplus brought forward from previous year	<b>(5,541,062.77)</b>	(5,176,596.14)
Balance carried forward	<b>(5,53,775.98)</b>	(5,541,062.77)

**DIVIDEND:**

Keeping in view the need to conserve the company's resources and to meet the enhanced working capital requirements, your directors have decided not to recommend any dividend for the year under report.

**FIXED DEPOSITS**

Your company has not accepted any deposit under the provisions of Section 58A of the Companies Act, 1956 and the rules made there under and therefore the provisions of section 58A have no application.

**DIRECTORS**

Mr. Mool Chand Suthar, and Mr. S. K. Jajodia, Directors of the Company retires by rotation in the ensuing Annual General Meeting and being eligible offers himself for reappointment

**DIRECTORS RESPONSIBILITY STATEMENT**

In accordance with the requirements of Section 217(2AA) of the Companies Act, 1956, your Directors wish to confirm the following:

- i) That the applicable accounting standards have been followed in the preparation of the annual accounts;
- ii) That appropriate accounting policies have been selected and applied consistently and have made judgements and estimates that are reasonable and prudent so as to give a true and fair view of the state of affairs of the Company as at 31<sup>st</sup> March 2004 and the loss of the Company for the year ended on that date.
- iii) That proper and sufficient care has been taken for the maintenance of adequate accounting records in accordance with the provisions of the Companies Act, 1956, for safeguarding the assets of the company and for preventing and detecting fraud and other irregularities.
- iv) That the annual accounts have been prepared on a going concern basis.

## **CORPORATE GOVERNANCE**

A report on Corporate Governance has been included separately in the Annual Report.

## **PARTICULARS OF EMPLOYEES**

Your company recognises employees as its most valuable resources and lays considerable emphasis on their training and development with a view to create a culture of learning, trust, safety and fairness.

No employee of the company, whether employed for the whole year or part of the year, was drawing remuneration exceeding the limits prescribed in Section 217(2A) of the Companies Act, 1956.

## **CONSERVATION OF ENERGY, TECHNOLOGY ABSORPTION AND FOREIGN EXCHANGE EARNINGS AND OUTGO**

In accordance with the provisions of Section 217(1)(e) of the Companies Act, 1956, the particulars relating to Conservation of Energy, Technology Absorption and Foreign Exchange Earnings and Outgo is annexed to this report.

## AUDITORS

The Auditors of the Company M/s Navin Sharma & Co., Chartered Accountants, hold office until the conclusion of the ensuing Annual General Meeting and are eligible for reappointment. You are requested to appoint the auditors for the current year to hold office until the conclusive of the next Annual General Meeting and fix their remuneration.

The observations made in the Auditors Report are self-explanatory and therefore, do not call for any further comments u/s 217 of the Companies Act, 1956.

## ACKNOWLEDGEMENTS

Your directors place on record their sincere appreciation for the continued support from members, customers, vendors, bankers and other business associates. A particular note of thanks to employees at all levels for their hard work, competence, commitment, dedication and solidarity.

**For and on behalf of the Board**

Mumbai, 11<sup>th</sup> August 2004

**Sd/-**  
**S.K. Jajodia**  
**Director**

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## ANNEXURE TO THE DIRECTORS' REPORT

Particulars pursuant to Companies (Disclosure of particulars in the report of board of directors) Rules, 1988

### CONSERVATION OF ENERGY

The operations of your company are not energy intensive. Sufficient measures have, however, been taken to reduce energy consumption by using energy efficient computer terminals and by the procurement of energy efficient equipments incorporating the latest technology. Energy cost forms a very small part of the total cost, the impact on cost is not material.

### FOREIGN EXCHANGE EARNINGS AND OUTGO

The company had no foreign exchange earnings/outgo during the year under review. However, the company has been making continuous efforts to explore and penetrate overseas market.

### TECHNOLOGY ABSORPTION

Current Year

Previous Year

NIL

NIL

For and on behalf of the Board

Sd/-

S.K.Jajodia

Director

Mumbai, 11<sup>th</sup> August 2004