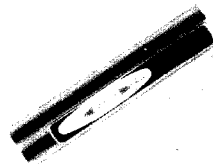




PASSION
FOR PENS

Report  junction.com



Corporate Philosophy

Adding Value

In everything we do;

In the brands we build;

In the products we make;

In the innovations we foster.

To the lives of our customers;

To the business we conduct with our suppliers and associates;

To our ever growing family of employees and shareholders;

To the society we belong to.

It's the path we have chosen to follow,

and has been our guiding light through thick and thin,

towards the greater goals of the future

Report  Mission.com

Consistently make good products at the friendliest prices.

Constantly grow in volume and value through new ideas

and by imbibing the world's best technologies.

Continuing to remain relevant to our customers in India and the

world as a brand that stands for quality and more value for

money than any other.

Corporate Values

Integrity above all else

Learn always

Innovate in everything

Excel in quality

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Registered Office

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New Factory

Company Information

BOARD OF DIRECTORS	Mr. Rajesh Kumar Drolia	Chairman & Managing Director
	Mr. Arun Beswal	Whole Time Director
	Mr. Mukesh Gupta	Director
	Mr. Vijay Agarwal	Director
	Mr. Ronald Netto	Director
	Mr. Rahul Gupta	Director

COMPANY SECRETARY Mr. Vijay Kumar Mishra

BANKERS State Bank of India
Allahabad Bank
Bank of Bahrain & Kuwait B.S.C.

AUDITORS M/s. AJAY SHOBHA & CO.
Chartered Accountants

LOCATIONS

REGISTERED OFFICE Survey No. 251/2, Valsad Falia,
Near Jain Temple, Dadra,
Dadra & Nagar Haveli,
(U.T.) - 396191, India

ADMINISTRATIVE OFFICE 201, Hariom Chambers,
B-16, New Link Road,
Andheri (W), Mumbai 400 053

WORKS Survey No. 251/2, Valsad Falia,
Near Jain Temple, Dadra,
Dadra & Nagar Haveli,
(U.T.) - 396191, India

**REGISTRAR &
TRANSFER AGENT** SATELLITE CORPORATE SERVICES PVT. LTD.
39/724, Azad Nagar-II,
Veera Desai Road, Andheri (W),
Mumbai - 400 053.

Notice

NOTICE is hereby given that the Eleventh Annual General Meeting of the members of TODAY'S WRITING PRODUCTS LIMITED will be held on 30th day of September, 2003 at Registered Office of the Company at Survey No. 251/2 Valsad Falia, Near Jain Temple, Dadra - 396 191, D. & N. H. (UT) at 10.00 a.m. to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Balance Sheet as at 31st March, 2003 and the Profit & Loss Account for the year ended on that date together with the report of Directors' and Auditors' thereon.
2. To declare a dividend.
3. To appoint a director in place of Mr. Mukesh Gupta, who retires by rotation, and being eligible offers himself for re-appointment.
4. To appoint Joint Auditors M/s Ajay Shobha & Co. and M/s. Chaturvedi Sohan & Co. and fix their remuneration.

SPECIAL BUSINESS:

5. To consider and if thought fit, to pass with or without modification(s), the following resolution as a Special Resolution:

"RESOLVED THAT subject to provisions of the Companies Act, 1956 (including any statutory modification(s) or re-enactment(s) thereof for the time being in force), Securities Contracts (Regulation) Act, 1956, Securities and Exchange Board of India (SEBI) Act and the Rules / Guidelines framed there under including SEBI (Delisting of Securities) Guidelines, 2003, Listing Agreements and all other applicable Laws, Rules, Regulations, and Guidelines and subject to such approvals, permissions, exemptions and sanctions, as may be necessary and subject to such conditions and modifications as may be prescribed or imposed by any authority while granting such approvals, permissions, exemptions and sanctions, which may be agreed to by the Board of Directors of the Company, approval be and is hereby accorded to the Board of Directors to delist the Equity Shares of the Company from The Vadodara Stock Exchange Ltd, The Kolkata Stock Exchange Assoc. Ltd, The Stock Exchange Ahmedabad and The Delhi Stock Exchange Assoc. Ltd, and the Board be and is hereby authorised to do all acts, deeds and things in connection therewith and incidental thereto."

And for that matter to apply the concerned authorities for voluntary delisting of Equity Shares from the above Stock Exchanges.

"RESOLVED FURTHER THAT the Board of Directors be and is hereby authorised to settle all questions, difficulties or doubts as may arise with regard to the voluntary delisting of shares, as it may in its absolute discretion deem fit."

"RESOLVED FURTHER THAT the Board of Directors be and is hereby authorised to take all necessary steps in this regard in order to comply with all the legal and procedural formalities and further to authorize any of its Committee or Director(s) Officers of the Company to do all such acts, deeds or things, as may be necessary, to give effect to this resolution."

FOR AND ON BEHALF OF THE BOARD

(RAJESH KUMAR DROLIA)
CHAIRMAN & MANAGING DIRECTOR

Notice

Notes

1. A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE ON A POLL INSTEAD OF HIMSELF, AND PROXY SO APPOINTED NEED NOT BE A MEMBER OF THE COMPANY. IN ORDER TO BE EFFECTIVE, PROXY FORM MUST BE LODGED WITH THE COMPANY NOT LESS THAN 48 HOURS BEFORE THE COMMENCEMENT OF THE MEETING.
2. An Explanatory Statement under Section 173 of the Companies Act, 1956, is annexed to this notice.
3. The register of members and the share transfer books of the Company will remain closed from 29th September, 2003 to 30th September, 2003 (both days inclusive)
4. The Dividend as recommended by the Board, if approved at the members meeting will be payable on or after 30th September, 2003 to those members whose names are on the Register of Members of the Company as on 30th September, 2003.
5. Members are requested to bring their copy of the Annual Report along with them as copies of the report will not be distributed at the meeting.
6. Members desirous of asking any questions at the Annual General Meeting are requested to send in their questions so as to reach the Company at least 10 days before the Annual General Meeting so that the same can be suitably replied.
7. Members/Proxies are requested to produce the Attendance Slip at the entrance of the Hall.
8. Members are requested to intimate change of address, if any, to the company quoting reference to their Registered Folio Number.
9. The Members holding shares in dematerialized form, may please note that while opening a depository account with participants, they may have given their bank account details, which will be printed on their dividend warrants. However, if Members want to change/ correct the bank account details, they should sent the particulars to their depository participant with MICR code. **The Company will not entertain any direct request from Members for deletion/ Changes in the bank account details furnished by the Depository Participants to the Company.**
10. At the ensuing Annual General Meeting, Mr. Mukesh Gupta, retiring by rotation, is proposed to be re-appointed. Pursuant to Clause 49 VIA of the Listing Agreement a brief profile is given below :

Mr. Mukesh Gupta (47 years), is a Commerce graduate and having vast experience in the field of Writing Instruments industry. His marketing exposure of more than 25 years is very fruitful for the Company in forming major marketing strategies.

He is the Director of Success Pen Impex Pvt Ltd. He is not a member of any Committee in any other company.

FOR AND ON BEHALF OF THE BOARD

(RAJESH KUMAR DROLIA)
CHAIRMAN & MANAGING DIRECTOR

Notice

Annexure to the notice

Explanatory statement as required under section 173 of the Companies Act, 1956

Item No.5

Presently, Company's shares are listed at Vadodara (Regional Stock exchange), Delhi, Kolkata, Ahmedabad, Mumbai & National Stock Exchanges. There have been no trading in the equity shares of the Company on the stock Exchanges at Kolkata, Delhi, Vadodara, and Ahmedabad for the past 3-4 years and the investors do not derive any benefit for the fees paid by the Company to these Stock Exchanges. Further, owing to expansion of the BSE & NSE and their extensive networking and extension of their terminal to other cities, investors have access to on-line dealings in the Company's equity shares on such terminal across the Country. Company's equity shares are one of the scripts which the Securities and Exchange Board of India (SEBI) has specified for settlement only in dematerialized form by all investors since 25th September, 2000 and accordingly there is no physical movements (giving or taking delivery) of share certificates for transactions taking place in the Stock Exchanges.

In this background the Board of Directors recommend for your approval by Special Resolution, delisting of Equity Shares of the Company from Delhi, Ahmedabad, Kolkata and Vadodara Stock Exchanges at the time as may be deemed appropriate and subject to SEBI (Delisting of Securities) Guidelines, 2003 and requisite approval/ exemption as may be required to be obtained from them.. In Mumbai & National Stock Exchange, it is proposed not to delist as the trading volumes are high and in terms of the SEBI Guidelines, it is compulsory to remain listed on at least one stock Exchange including The Stock Exchange, Mumbai.

Due to continued Listing at BSE & NSE and availability of trading facilities across the country as mentioned above, the delisting proposal will not be prejudicial to the interest of the investors.

In terms of the relevant guidelines, approval of members is being sought by way of a Special Resolution for enabling voluntary delisting as above. A special Notice is also being given separately in a newspaper for the said enabling resolution with relevant details.

None of the directors may be deemed to be concerned or interested in the resolution.

FOR AND ON BEHALF OF THE BOARD

(RAJESH KUMAR DROLIA)

CHAIRMAN & MANAGING DIRECTOR

TODAY'S & MonAmi making a mark on the World



Chairman's Statement

Dear Fellow Shareholders,

Welcome to the 11th Annual General Meeting of our company. Another year has gone by, and I stand before you today proudly and confidently for the achievement of the past year and the greater strength we have developed to fully exploit the potentials lying before us in India and also the world.

The consolidation process we had undertaken the previous year continued to this year also. While going through consolidation our top line & bottom line are affected to a very lesser extent. However we maintained our market share and consumer preference. During this consolidation period we made various strategies to reach every corner of India & become a global player in the Writing Instruments Industry.

To keep stroking growth in revenue and to show profits, we have taken a slew of focused initiatives. Let me dwell on these and apprise you of our plans for the future challenging times ahead.

LOOKING FORWARD

At Today, we have never been more optimistic than at the present about our prospects. Our confidence arises from an interesting market situation where in the demand of our products are increasing. It is due to the reason that a lot of time spent on improving our production facilities, systems, quality and customer friendly international designing of products.

Keeping the globalization and growth in mind we have join hands with Mon Ami Co. Ltd. Korea's No. 1 writing instruments and stationery manufacture, with a group turnover of over US \$ 180 million. This joint venture will be very helpful for the company in competing with the leading players in domestic and global arena especially the Chinese because more than 50 percent of the global market is catered by them. The company will be very much benefited by their technical advancement and huge global market reach in 145 countries.

OPTIMISTIC 2003

We expect a very good year for the company since a good negotiation has been made with our joint venture partner Mon Ami Co. Ltd for marketing of their writing instruments and stationery products that include marker pens, highlighters, crayons, etc. All of these have a very vast & growing markets in India. Your company has every intention of setting up projects to manufacture and market each of these products with the help of its partner.

Further we hope to achieve a very good export turnover with the help of our joint venture partner who have very vast network of global market and they agree to market our products.

During the current financial year all our products are in great demand and the launch of the Rs 5/- (MRP) gel ink pen has taken the Indian market by storm. Product demand has out shot supply and your company is busy *augmenting its capacities in these product varieties.*