

COMSYN/SE/2025-26**Date: 9th September, 2025**

**Online filing at: www.listing.bseindia.com and
<https://neaps.nseindia.com/NEWLISTINGCORP/login.jsp>**

To, BSE Limited PhirozeJeejeebhoy Tower, Dalal Street, Mumbai (M.H.) 400 001 BSE CODE:539986	To, National Stock Exchange of India Limited Exchange Plaza, C-1, Block G, BandraKurla Complex, Bandra (E), Mumbai- 400051 NSE SYMBOL: COMSYN
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Sub: Pursuant to Regulation 36 (1)(b) of the SEBI (LODR) Regulation, 2025: E-mail/dispatch of a letter for Annual Report 2024-25.

Dear Sir/Ma'am,

Pursuant to regulation 36 (1)(b) of the SEBI (LODR) Regulation, 2015 we wish to inform you that we have sent soft copy of full Annual Report 2024-25 along with the notice of 41st Annual General Meeting to all those shareholders who have registered their e-mail addresses with the Company/(RTA)/Depository Participants(DPs) and a letter providing the web-link, including the exact path, where complete details of the Annual Report-2024-25 is available to those shareholders who have not registered their e-mail addresses with the Company/(RTA)/Depository Participants(DPs).

A sample copy of the above stated compliance is being enclosed. You are requested to please take on record the aforesaid document for your reference and further needful.

Thanking you
Yours faithfully

FOR, COMMERCIAL SYN BAGS LIMITED

**SANDEEP PATEL
COMPANY SECRETARY**

Encl: a/a

Commercial Syn Bags Limited

CIN: L25202MP1984PLC002669

Registered Office: Commercial House, 3-4, Jaora Compound, M.Y.H. Road, Indore -452001, M.P. INDIA

Ph. +91-731-2704007, 4279525 Fax: +91-731-2704130 E-Mail: mails@comsyn.com, Visit at : www.Comsyn.com

COMSYN

COMMERCIAL SYN BAGS LIMITED

CIN- L25202MP1984PLC002669

Regd. Office: Commercial House, 3-4, Jaora Compound, M.Y.H. Road, Indore (M.P.)-452001
Contact No.: 0731-4279525, Email ID: investors@comsyn.com, Website : www.comsyn.com

Dear Member(s),

This is to inform you that the **41stAnnual General Meeting (“AGM”)** of Commercial Syn Bags Limited is scheduled to be held on **Monday, the 29th day of September, 2025 at 1.00 P.M.** through video conferencing (“VC”) or other audio-visual means (“OAVM”). The Notice of the 41stAGM and the Annual Report for the financial year 2024-25 may be accessed through the following links:

Notice of 41stAGM: [Click Here](#)

41stAnnual Report: [Click Here](#)

The aforesaid Annual Report of the Company is also available on the Company’s website at www.comsyn.com websites of the Stock Exchanges i.e. BSE Limited at www.bseindia.com and National Stock Exchange India Limited at www.nseindia.com and also on the website of Central Depository Services (India) Ltd (CDSL) at www.evotingindia.com.

In compliance with the applicable MCA Circulars, SEBI Circulars and the relevant provisions of the Companies Act, 2013 and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the 41stAGM of the Company is being held through VC/OAVM, without the physical presence of the members at a common venue.

The aforesaid Notice and the Annual Report are being sent to you through electronic mode to your email address registered with your Depository Participant(s)/Registrar and Share Transfer Agent of the Company viz. Bigshare Services Private Limited.

Any Member of the company who wishes to relinquish their dividend rights to participate in the final dividend Rs.0.40 (@ 4%) per share are requested to fill up the form as available on the website of the company www.comsyn.com and send it to the Company Secretary of the company by way of email at cs@comsyn.com/investors@comsyn.com or investor@bigshareonline.com or by the Registered Post or by hand as the case may be.

PROCEDURE FOR REMOTE E-VOTING AND E-VOTING DURING THE AGM

Pursuant to provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, as amended by the Companies (Management and Administration) Amendment Rules, 2015 and Regulation 44 of SEBI (Listing Obligations and Disclosure

Requirements), Regulations, 2015, the Company is pleased to provide facility to its members to exercise their right to vote at the 41st AGM through the electronic voting (e-voting) service facilitated by CDSL. In this regard, your De-mat Account/Folio Number has been enrolled by the Company for your participation in e-voting on resolutions placed by the Company on e-Voting system. You can login to www.evotingindia.com and follow the procedure as set out for e-voting.

The remote e-voting facility will also be made available from **Friday, 26th September, 2025 at 9.00 am (IST) to Sunday, 28th September, 2025 till 5.00 pm (IST)**. During this period, members of the Company (as on cut-off date i.e. **22nd September, 2025**) may cast their vote electronically. The remote e-voting module shall be disabled for voting thereafter. Once the vote on a resolution is cast by the member, the member shall not be allowed to change it subsequently. The members can exercise their option to vote either through remote e-voting or e-voting during the 41st AGM. The members who cast their votes by remote e-voting prior to the meeting may attend the meeting, but shall not be entitled to cast their votes again at the meeting. Please do refer the Notice of 41st AGM for detailed instructions for remote e-voting and joining virtual AGM.

The voting rights of members shall be in proportion to their shares in the paid-up equity share capital of the Company as on the cut-off date i.e. **Monday, 22nd September, 2025**. Any person, who acquires shares and becomes member of the Company after dispatch of said Notice and holds shares as on the cut-off date i.e. **Monday, 22nd September, 2025**, may obtain the login ID and password by sending a request with details at investors@bigshareonline.com. However, if any person is already registered with CDSL for e-voting then existing user ID and password can be used to cast vote.

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

1. Members will be provided with a facility to attend the AGM through VC/OAVM through the CDSL eVoting system. Members may access the same at <https://www.evotingindia.com> under shareholders/members login by using the remote e-voting credentials. The link for VC/OAVM will be available in shareholder/members login where the EVSN of Company will be displayed.
2. Members are encouraged to join the AGM through Laptops/IPads 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.

Registration as a speaker during the AGM:

Members who would like to speak or express their views or ask questions during the AGM may register themselves as a speaker by sending their request in advance at least fifteen days (15 days) prior to the date of meeting from their registered email address mentioning their name, DP ID and Client ID/folio number, PAN, mobile number and number of equity shares held along with their queries at Company's email id at investors@comsyn.com. No request received after 15 days before the Annual General Meeting shall be

entertained for registration as a speaker. The Company reserves the right to limit the number of speakers on first-come-first-serve basis.

The members who do not wish to speak during the AGM but have queries, may send their queries in advance 15 days prior to the AGM from their registered e-mail address mentioning their name, DP ID and Client ID/Folio number, PAN, mobile number and number of equity shares held.

For any query/ clarification or issues regarding remote e-voting/e-voting during the 41st AGM, you may refer the Frequently Asked Questions (“FAQs”) and e-voting manual available at www.evotingindia.com, under help section or write to helpdesk.evoting@cdslindia.com or contact Mr. Rakesh Dalvi, Sr. Manager, CDSL (on toll free no. 1800 22 5533) or contact our Registrar and Share Transfer Agent, viz. investors@bigshareonline.com.

We thank you for your support in this green initiative.

Yours faithfully,

For, Commercial Syn Bags Limited

Sd/-

Sandeep Patel

Company Secretary

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COMMERCIAL SYN BAGS LIMITED

CIN- L25202MP1984PLC002669

Regd. Office: Commercial House, 3-4, Jaora Compound, M.Y.H. Road, Indore (M.P.)-452001 Contact
No.: 0731-4279525, Email ID: investors@comsyn.com, Website : www.comsyn.com

Dear Shareholder,

Subject: Web link of 41st Annual Report for Financial Year 2024-25.

The 41st Annual General Meeting (AGM) of the Members of the Company will be held on **Monday, the 29th September, 2025, at 1.00 p.m.** through Video Conference (VC) /Other Audio Visual Means (OAVM). The 41st Annual Report of the Company for the financial year ended 2024-25, is available on the website of the Company at www.comsyn.com and also at the website of BSE Limited and National Stock Exchange of India Limited at www.bseindia.com and www.nseindia.com.

In compliance with Regulation 36(1) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we are providing you with the web link to access the complete Annual Report online.

Notice of 41stAGM: <https://comsyn.com/wp-content/uploads/2025/09/AGM-Notice.pdf>

41stAnnual Report: <https://comsyn.com/wp-content/uploads/2025/09/41st-Annual-Report-20242025.pdf>

Please note that as a Member, you are always entitled to receive on request, a copy of the Annual Report, free of cost.

Updating of E-mail ID, PAN and Bank Details:

In order to receive the dividend without any delay and soft copy of Annual Report going forward, Members who have not registered their email addresses can update / register their PAN, e-mail ID, KYC Details, Bank Account Details by providing Form ISR-1, Form ISR-2, Form ISR-3, Form SH-13, Form SH-14, as the case may be duly completed in all respects along with other required documents as prescribed in these forms. The forms are available on the Company website as well as the website of Bigshare Services Pvt. Ltd., the Registrar & Share Transfer Agent (RTA) : https://www.bigshareonline.com/resourcessebi_circular.aspx#parentHorizontalTab3
Members holding shares in demat form are requested to register / update E-mail ID, PAN and Bank Details with their respective Depository Participants.

Any Member of the company who wishes to relinquish their dividend rights to participate in the final dividend Rs.0.40 (@ 4%) per share are requested to fill up the form as available on the website of the company www.comsyn.com and send it to the Company Secretary of the company by way of email at cs@comsyn.com/investors@comsyn.com or investor@bigshareonline.com or by the Registered Post or by hand as the case may be.

We request you to submit KYC documents, if not done, to Bigshare Services Pvt. Ltd., the Registrar & Share Transfer Agent (RTA) of the Company at the address mentioned below, quoting your Folio Number.

Bigshare Services Pvt. Ltd.

Office No. S6-2, 6th Floor, Pinnacle Business Park,
Next to Ahura Centre, Mahakali Caves Road,
Andheri (East) Mumbai – 400093 . Tel: 022-
62638200 / 62638306 / 62638361

Thanking you,
Yours faithfully,

For, Commercial Syn Bags Limited

Sd/-

Sandeep Patel

Company Secretary