



## MINDSPACE BUSINESS PARKS REIT

(Registered in the Republic of India as a contributory, determinate and irrevocable trust on November 18, 2019 at Mumbai under the Indian Trusts Act, 1882 and as a real estate investment trust on December 10, 2019 at Mumbai under the Securities and Exchange Board of India (Real Estate Investment Trusts) Regulations, 2014)

**Registration Number:** IN/REIT/19-20/0003

**Principal Place of Business:** Raheja Tower, Plot No. C-30, Block 'G', Bandra Kurla Complex, Bandra (E), Mumbai – 400051, Maharashtra, India

**Compliance Officer:** Mr. Bharat Sanghavi; **Tel:** +91 22 2656 4000

**E-mail:** [reitcompliance@mindspacereit.com](mailto:reitcompliance@mindspacereit.com) **Website:** [www.mindspacereit.com](http://www.mindspacereit.com)

## NOTICE OF FIFTH ANNUAL MEETING

**NOTICE** is hereby given that the Fifth Annual Meeting ("**AM**") of the Unitholders of Mindspace Business Parks REIT ("**Mindspace REIT**") will be held on **Tuesday, June 24, 2025 at 2:00 P.M.** (IST) through Video Conferencing ("**VC**")/ Other Audio Visual Means ("**OAVM**"), to transact the following businesses ("**Notice**") and the venue of the Meeting shall be deemed to be the principal place of business of Mindspace REIT situated at Raheja Tower, Plot No. C-30, Block 'G', Bandra Kurla Complex, Bandra (East), Mumbai – 400051, Maharashtra, India.

### ORDINARY BUSINESS:

**ITEM NO. 1: TO CONSIDER, APPROVE AND ADOPT THE AUDITED STANDALONE FINANCIAL STATEMENTS AND AUDITED CONSOLIDATED FINANCIAL STATEMENTS OF MINDSPACE BUSINESS PARKS REIT ("MINDSPACE REIT") FOR THE FINANCIAL YEAR ENDED MARCH 31, 2025 TOGETHER WITH THE REPORTS OF THE STATUTORY AUDITORS THEREON AND THE REPORT ON PERFORMANCE OF MINDSPACE REIT:**

To consider and if thought fit, to pass the following resolution by way of majority (i.e. where the votes cast in favour of the resolution are required to be more than fifty per cent of the total votes cast for the resolution) in accordance with Regulation 22(4)(a)(i) of the Securities and Exchange Board of India (Real Estate Investment Trusts) Regulations, 2014, as amended and the notifications, circulars and guidelines issued thereunder including any statutory modifications or amendments or re-enactments thereof for the time being in force (the "REIT Regulations"):

**"RESOLVED THAT** pursuant to Regulations 10, 22 and other applicable provisions, if any, of the Securities and Exchange Board of India (Real Estate Investment Trusts) Regulations, 2014 and the circulars clarifications, notifications and guidelines issued thereunder, and other applicable rules and regulations,

if any, including any statutory modifications, amendments or re-enactments thereof for the time being in force, and upon recommendation of the Board of Directors of K Raheja Corp Investment Managers Private Limited (the "**Manager**"), Manager to Mindspace Business Parks REIT ("**Mindspace REIT**"), the Audited Standalone Financial Statements and the Audited Consolidated Financial Statements of Mindspace REIT as at and for the financial year ended March 31, 2025, together with the Reports of the Auditors thereon and the report on the performance of Mindspace REIT be and are hereby received, approved and adopted.

**RESOLVED FURTHER THAT** the Board of Directors or the Chief Executive Officer and Managing Director, or the Chief Financial Officer or the Company Secretary and Compliance Officer, of the Manager be and are hereby severally authorised on behalf of Mindspace REIT to inform all concerned, in such form and manner as may be required or to settle all matters arising out of and incidental thereto and sign and execute all deeds, documents and writings that may be required, and to do all such acts, deeds, things and matters as may be required or take such steps as may be necessary to give effect to this resolution or as otherwise considered by the Board, to be in the best interest of Mindspace REIT, as it may deem fit."

**ITEM NO. 2: TO CONSIDER, APPROVE AND ADOPT THE VALUATION REPORT ISSUED BY KZEN VALTECH PRIVATE LIMITED, THE VALUER, FOR THE VALUATION OF THE PORTFOLIO OF MINDSPACE REIT AS AT MARCH 31, 2025:**

To consider and if thought fit, to pass the following resolution by way of majority (i.e. where the votes cast in favour of the resolution are required to be more than fifty per cent of the total votes cast for the resolution) in accordance with Regulation 22(4)(a)(iii) of the REIT Regulations, 2014:



## Notice (Contd.)

**“RESOLVED THAT** pursuant to Regulations 21, 22 and other applicable provisions, if any, of the Securities and Exchange Board of India (Real Estate Investment Trusts) Regulations, 2014, and the circulars clarifications, notifications and guidelines issued thereunder, and other applicable rules and regulations, if any including any statutory modifications, amendments or re-enactments thereof for the time being in force, and upon recommendation of the Board of Directors of K Raheja Corp Investment Managers Private Limited (the “Manager”), the valuation report of Mindspace Business Parks REIT (“**Mindspace REIT**”) issued by KZEN Valtech Private Limited (IBBI Registration Number- IBBI/RV-E/05/2022/164), the Independent Valuer for the valuation of Mindspace REIT’s portfolio as at March 31, 2025, be and is hereby received, approved and adopted.

**RESOLVED FURTHER THAT** the Board of Directors or the Chief Executive Officer and Managing Director, or the Chief Financial Officer or the Company Secretary and Compliance Officer of the Manager be and are hereby severally authorised on behalf of Mindspace REIT to inform all concerned, in such form and manner as may be required or to settle all matters arising out of and incidental thereto and sign and execute all deeds, documents and writings that may be required, and to do all such acts, deeds, things and matters as may be required or take such steps as may be necessary to give effect to this resolution or as otherwise considered by the Board, to be in the best interest of Mindspace REIT, as it may deem fit.”

For and on behalf of **Mindspace Business Parks REIT**  
**(acting through its Manager, K Raheja Corp Investment Managers Private Limited)**  
(formerly known as K Raheja Corp Investment Managers LLP)

Date: April 30, 2025  
Place: Mumbai

Sd/-  
**Bharat Sanghavi**  
Company Secretary and Compliance Officer

## NOTES:

1. In order to ensure maximum participation of the unitholders in the decision making process irrespective of their geographical location, Securities and Exchange Board of India (SEBI) vide Circular No. SEBI/HO/DDHS-PoD-2/P/CIR/2024/43 dated May 15, 2024 (as amended) ("Master Circular") have granted the facility of conducting meetings of unitholders of REITs through Video Conferencing (VC) or Other Audio Visual means (OAVM), subject to the fulfilment of conditions as specified in the aforesaid Master Circular issued thereunder. In compliance with the aforesaid Master Circular, the Fifth Annual Meeting (AM) of Mindspace Business Parks REIT is being held through VC/OAVM without the physical presence of Unitholders at a common venue.
2. The proceedings of the AM shall be deemed to be conducted at the principal place of business of Mindspace REIT which shall be the deemed venue of the AM.
3. As the AM shall be conducted through VC/OAVM, the facility for appointment of proxy by the Unitholders of Mindspace REIT ("Unitholders") is not available for this AM, and hence, the Proxy Form, Attendance Slip and Route Map are not annexed to this Notice.
4. The explanatory statement stating all material facts and the reason for the proposed resolutions is annexed herewith.
5. Relevant documents referred to in the accompanying Notice are open for inspection by the Unitholders at the Principal Place of Business of Mindspace REIT on all working days (i.e. all days except Saturdays, Sundays and Public Holidays) between 11.00 a.m. and 5.00 p.m. up to the date of AM. The aforesaid documents will also be available for inspection electronically upon request sent to the Company Secretary and Compliance Officer of Mindspace REIT by e-mail to [reitcompliance@mindspacereit.com](mailto:reitcompliance@mindspacereit.com).
6. The AM Notice along with the Annual Report for the financial year 2024-25 are being sent to the Unitholders on their registered/updated/available email IDs with Mindspace REIT/Depositories/KFin Technologies Limited, the Registrar and Transfer Agent of Mindspace REIT ("RTA") as on Friday, May 30, 2025, except for those Unitholders whose email IDs are not registered/updated/available with Mindspace REIT and/or RTA.
7. In line with the Master Circular, the Notice calling the AM along with Annual Report are being sent only through electronic mode to those Unitholders whose e-mail addresses are registered/available with the Depositories/Mindspace REIT and the Notice can also be accessed from the website of Mindspace REIT at [www.mindspacereit.com](http://www.mindspacereit.com) as well as on Stock exchanges on which the Units of Mindspace REIT are listed and also on the website of the RTA.
8. The Manager on behalf of Mindspace REIT has engaged the services of the RTA for the purpose of providing a remote e-voting facility and voting at the AM to the Unitholders.
9. The Unitholders shall vote through electronic mode as per the instructions for voting provided in the Notice. Manager is providing an e-voting facility to the Unitholders for the resolutions listed in the Notice. The detailed instructions for e-voting are listed in **Annexure A** to this Notice.
10. Only those Unitholders whose names are recorded in the Register of Beneficial Owners maintained by the Depositories as of the close of business hours on the cut-off date i.e. Wednesday, June 18, 2025 will be entitled to cast their votes.
11. The voting rights of Unitholders shall be in proportion to their Units of the Unit Capital of Mindspace REIT as on the cut-off date i.e. Wednesday, June 18, 2025.
12. Only those Unitholders, who will be present in the Annual Meeting through VC/OAVM facility and have not cast their vote on resolutions through electronic voting systems ("Remote e-voting") and are otherwise not barred from doing so, may cast their vote during the AM through e-voting. The detailed instructions for e-voting at the AM are listed in **Annexure B** to this Notice.
13. Unitholders who have cast their vote by Remote e-voting prior to the AM may also participate in the AM through the VC/OAVM Facility but shall not be entitled to cast their vote again.
14. Wherever required or possible, the Unitholders are requested to address all correspondence, to the RTA by e-mail to [evoting@kfintech.com](mailto:evoting@kfintech.com) or to the Company Secretary and Compliance Officer of Mindspace REIT by e-mail to [reitcompliance@mindspacereit.com](mailto:reitcompliance@mindspacereit.com).
15. Institutional Unitholders (i.e. other than individuals, HUF, NRI etc.) who are voting through their authorised signatory(ies) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/Authority letter, etc., with attested specimen signature of the duly authorised signatory(ies), to the Scrutiniser by email to [rupesh@cacsindia.com](mailto:rupesh@cacsindia.com) with a copy marked to [evoting@kfintech.com](mailto:evoting@kfintech.com). They are also requested to upload the same to the e-voting module when they login.

## Notice (Contd.)

16. In case of joint holders attending the AM, only such joint holder who is higher in the order of names will be entitled to vote at the AM.
17. Any person who acquires Units of Mindspace REIT and becomes a Unitholder of Mindspace REIT after the dispatch of the Notice, and holds Units as on the Cut-Off Date, may obtain the User ID and Password by sending a request to the RTA at [kraheja.reit@kfintech.com](mailto:kraheja.reit@kfintech.com).
18. Once the vote on a resolution is cast by the Unitholder, the Unitholder shall not be allowed to change it subsequently and the Remote e-voting module shall be disabled by the RTA for voting thereafter. A person who is not a Unitholder as on the Cut-off Date will not be entitled to vote and should treat this AM Notice for information purpose only.
19. The Unitholders can join the AM in the VC/OAVM mode 15 minutes before the scheduled time of commencement of the AM by following the procedure mentioned in the Notice. The facility for participation at the AM through VC/OAVM will be made available for all the Unitholders. The detailed instructions for joining the AM through VC/OAVM are listed in **Annexure C** to this Notice.
20. Attendance of the unitholders participating in the AM through VC/OVAM shall be counted for the purpose of reckoning the quorum.
21. The Chairman shall, at the end of the AM, allow voting on the resolutions by use of e-voting for all those Unitholders who are present during the AM through VC/OAVM but have not cast their votes by availing Remote e-voting facility.
22. Mr. Rupesh Aggarwal (Membership no. A16302; CP no. 5673), Managing Partner, Chandrasekaran Associates ("CACS") or failing him, Mr. Shashikant Tiwari (Membership no. F11919; CP no. 13050), Partner, CACS, or failing him Mr. Lakhan Gupta (Membership no. F12682; CP no. 26704), Partner, CACS, Practicing Company Secretaries ("Scrutiniser") are appointed as the Scrutiniser to scrutinise the Remote e-voting and e-voting process in a fair and transparent manner.
23. The Scrutiniser shall immediately after scrutinising the votes cast by Remote e-voting and e-voting at AM, make a Scrutiniser's Report of the votes cast in favour or against, if any, and submit the same forthwith to the Chairperson of the Board of Directors of the Manager or a person authorised by him in writing, who shall countersign the same.
24. The Results declared along with Scrutiniser's Report(s) will be available on the website of Mindspace REIT ([www.mindspacereit.com](http://www.mindspacereit.com)) and on Service Provider's website ([evoting@kfintech.com](mailto:evoting@kfintech.com)) within two (2) days of passing of the resolutions and communication of the same to the BSE Limited and the National Stock Exchange of India Limited.
25. **Procedure to raise questions/seek clarifications with respect to annual report and/or the Notice:**  
As the AM is being conducted through VC/OAVM, for the smooth conduct of proceedings of the AM, Unitholders are encouraged to send their questions in advance, from their registered email address, mentioning their DP ID and Client ID and mobile number, at [reitcompliance@mindspacereit.com](mailto:reitcompliance@mindspacereit.com) before 5:00 P.M. (IST) on Monday, June 23, 2025. Such questions by the Unitholders shall be suitably replied by Mindspace REIT.
26. **Speaker registration before AM:**  
Unitholders who would like to express their views or ask questions during the AM may register themselves by logging on to <https://emeetings.kfintech.com> and clicking on the 'Speaker Registration' tab available on the screen after log in. The Speaker Registration will be open from 9:00 A.M. (IST) on Friday, June 20, 2025 to 5:00 P.M. (IST) on Monday, June 23, 2025.  
Only those Unitholders who are registered as aforesaid will be allowed to express their views or ask questions. Mindspace REIT reserves the right to restrict the number of questions and number of speakers, depending upon availability of time as appropriate for smooth conduct of the AM. Unitholders are requested to wait for their turn to be called during the question answer session.
27. Unitholders who have not registered their email address so far are requested to register their email address for receiving all communication including annual reports, notices, etc. from the Manager, on behalf of Mindspace REIT, electronically by sending an email to the RTA at [evoting@kfintech.com](mailto:evoting@kfintech.com) or to the Compliance Officer at [reitcompliance@mindspacereit.com](mailto:reitcompliance@mindspacereit.com).

## Annexure A

**Instructions for remote e-voting:** The Remote e-voting period commences at **9:00 A.M. (IST) on Friday, June 20, 2025** and ends at **5:00 P.M. (IST) on Monday, June 23, 2025**.

Details of the process and manner of e-voting are provided below:

**Step 1:** Access to Depositories' e-voting system in case of Individual Unitholders holding units in demat mode.





**Step 2:** Access to KFintech e-Voting system in case of Non-Individual Unitholders holding units in demat mode.

### DETAILS ON STEP 1 ARE MENTIONED BELOW:

#### 1) Login method for remote e-voting for Individual Unitholders holding units in demat mode

Individual Unitholders holding units in demat mode with NSDL	Individual Unitholders holding units in demat mode with CDSL
<b>1. Existing IDeAS Users</b> <ol style="list-style-type: none"> <li>Visit URL: <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a></li> <li>On e-Services home page, Click on the "Beneficial Owner" icon under "Login" under 'IDeAS' section and enter your existing user ID and Password.</li> <li>Post successful authentication, you will be able to see e-Voting services under Value added services. Click on "Access to e-Voting" and you will be able to see e-Voting page".</li> <li>Click on company name or e-Voting service provider and you will be re-directed to e-Voting service provider website for casting the vote during the remote e-Voting period.</li> </ol>	<b>1. Users who have opted for Easi/Easiest</b> <ol style="list-style-type: none"> <li>Visit URL: <a href="http://www.cdslindia.com">www.cdslindia.com</a></li> <li>Click on login icon &amp; New System Myeasi Tab.</li> <li>Login with your existing registered user ID and password. Upon login, option will be made available to reach e-Voting page without any further authentication.</li> <li>Post successful login, you will be able to see the e-Voting option for eligible companies where the e-Voting is in progress as per the information provided by company.</li> <li>On clicking the e-Voting option, you will be able to see e-Voting page of the e-Voting service provider i.e. KFintech for casting the vote during the Remote e-Voting period. Additionally, there are also links provided to access the system of all e-Voting Service Providers, so that the user can visit the e-Voting service providers' website directly.</li> </ol>
<b>2. Users not registered for IDeAS e-Services</b> <ol style="list-style-type: none"> <li>To register, click on link: <a href="https://eservices.nsdl.com">https://eservices.nsdl.com</a></li> <li>Select "Register Online for IDeAS" or click at <a href="https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp">https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp</a></li> <li>Proceed with completing the required fields.</li> <li>Follow the steps given in point no. 1</li> </ol>	<b>2. User not registered for Easi/Easiest</b> <ol style="list-style-type: none"> <li>Option to register is available at <a href="http://www.cdslindia.com">http://www.cdslindia.com</a></li> <li>Click on login &amp; New System Myeasi Tab and then.</li> <li>Proceed with completing the required fields.</li> <li>Follow the steps given in point no. 1.</li> </ol>
<b>3. Users may alternatively vote by directly accessing the e-voting website of NSDL</b> <ol style="list-style-type: none"> <li>Visit URL: <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a></li> <li>Once the home page of e-Voting system is launched, click on the icon "Login" which is available under 'Shareholder/Member' section.</li> <li>A new screen will open. You will have to enter your User ID (i.e. your sixteen digit demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen.</li> <li>Post successful authentication, you will be redirected to NSDL Depository site wherein you can see e-Voting page. Click on company name or e-Voting service provider i.e. KFintech and you will be redirected to e-Voting service provider website for casting the vote during the remote e-Voting period.</li> </ol>	<b>3. Users may alternatively vote by directly accessing the e-voting website of CDSL</b> <ol style="list-style-type: none"> <li>Visit URL: <a href="http://www.cdslindia.com">www.cdslindia.com</a></li> <li>Login with your demat Account Number and PAN No.</li> <li>System will authenticate user by sending OTP on registered Mobile &amp; E-mail as recorded in the Demat Account.</li> <li>Post successful authentication, you will be able to see the e-Voting option where the e-Voting is in progress and also able to directly access the system of all e-Voting Service Providers.</li> </ol>

## Notice (Contd.)

Individual Unitholders holding units in demat mode with NSDL	Individual Unitholders holding units in demat mode with CDSL
<p>4. Unitholders can also download NSDL Mobile App “NSDL Speede” facility by scanning the QR code mentioned below for seamless voting experience.</p> <p><b>NSDL Mobile App is available on</b></p> <div style="display: flex; justify-content: space-around; align-items: center;"> <div style="text-align: center;">  <p>App Store</p> </div> <div style="text-align: center;">  <p>Google Play</p> </div> </div> <div style="display: flex; justify-content: space-around; align-items: center; margin-top: 10px;">   </div>	

## 2) Login method for e-Voting for Individual Unitholders through Depository Participants (“DP”)

- i. Login using the login credentials of your demat account through your DP registered with NSDL/CDSL for e-Voting facility.
- ii. Upon Logging in, you will be able to see e-Voting option. Click on e-Voting option, you will be redirected to NSDL/CDSL Depository site after successful authentication, wherein you can see e-Voting feature.
- iii. Click on Company name or e-Voting service provider i.e. KFintech and you will be redirected to e-Voting service provider (i.e. KFintech) website for casting the vote during the Remote e-Voting period.

**Important note:** Unitholders who are unable to retrieve their User ID/Password are advised to use the Forgot User ID and Forgot Password options available at the above-mentioned websites.

The helpdesk for Individual unitholders holding units in demat mode for any technical issues related to logging in through Depository, i.e., CDSL and NSDL, is as under:

Login type	Helpdesk details
Units held with NSDL	Please contact NSDL helpdesk by sending a request at <a href="mailto:evoting@nsdl.co.in">evoting@nsdl.co.in</a> or call at toll free no.: 022 4886 7000 and 022 2499 7000 In case of any query and/or grievance, in respect of voting by electronic means, Unitholders may refer to ‘Help/FAQs’ section of <a href="https://www.evoting.nsdl.com/">https://www.evoting.nsdl.com/</a>
Units held with CDSL	Please contact CDSL helpdesk by sending a request at <a href="mailto:helpdesk.evoting@cdslindia.com">helpdesk.evoting@cdslindia.com</a> or contact at +91 22 2305 8738 or +91 22-2305 8542-43 or 1800 22 55 33 In case of any query and/or grievance, in respect of voting by electronic means, Unitholders may refer to ‘Help’ section of <a href="https://www.evotingindia.com/">https://www.evotingindia.com/</a>

## DETAILS ON STEP 2 ARE MENTIONED BELOW:

### 2) Login method for Non-individual Unitholders in demat mode

#### A) Unitholders whose email IDs are registered with Depositories/Depository Participant(s), will receive an email from KFintech which will include details of E-Voting Event Number (EVEN), USER ID and password. They will have to follow the following process:

- i. Launch internet browser by typing the URL: <https://evoting.kfintech.com/>
- ii. Enter the login credentials (i.e. User ID and Password). In case of Demat account, User ID will be your DP ID and Client ID. However, if you are already registered with KFintech for e-voting, you can use your existing User ID and password for casting the vote.
- iii. After entering these details appropriately, click on “LOGIN”.



## Notice (Contd.)

- iv. You will now reach password change Menu wherein you are required to mandatorily change your password. The new password shall comprise of minimum 8 characters with at least one upper case (A-Z), one lower case (a-z), one numeric value (0-9) and a special character (@, #, \$, etc.,). The system will prompt you to change your password and update your contact details like mobile number, email ID etc., on first login. You may also enter a secret question and answer of your choice to retrieve your password in case you forget it. It is strongly recommended that you do not share your password with any other person and that you take utmost care to keep your password confidential.
- v. You need to login again with the new credentials.
- vi. On successful login, the system will prompt you to select the "EVEN" i.e., "Mindspace Business Parks Trust" and click on "Submit".
- vii. On the voting page, enter the number of units (which represents the number of votes) as on the Cut-off Date under "FOR/AGAINST" or alternatively, you may partially enter any number in "FOR" and partially "AGAINST" but the total number in "FOR/AGAINST" taken together shall not exceed your total unitholding as mentioned herein above. You may also choose the option "ABSTAIN". If the Unitholder does not indicate either "FOR" or "AGAINST" it will be treated as "ABSTAIN" and the units held will not be counted under either head.
- viii. Unitholders holding multiple folios/demat accounts shall choose the voting process separately for each folio/demat accounts.
- ix. Voting has to be done for each item of the notice separately. In case you do not desire to cast your vote on any specific item, it will be treated as Abstained.
- x. You may then cast your vote by selecting an appropriate option and click on "Submit".
- xi. A confirmation box will be displayed. Click "OK" to confirm else "CANCEL" to modify. Once you have voted on the resolution(s), you will not be allowed to modify your vote. During the voting period, Unitholders can login any number of times till they have voted on the Resolution(s).
- xii. Institutional Unitholders (i.e. other than Individuals, HUF, NRI etc.) are also required to send scanned

certified true copy (PDF/JPG format) of the Board Resolution/Authority Letter etc., together with attested specimen signature(s) of the duly authorised representative(s), who is/are authorised to vote, to the Scrutiniser by email to [rupesh@cacsindia.com](mailto:rupesh@cacsindia.com) with a copy marked to [evoting@kfintech.com](mailto:evoting@kfintech.com). The scanned image of the above-mentioned documents should be in the naming format "**Corporate Name EVENT No.**"

### **B) Unitholders whose email IDs are not registered with Depositories/Depository Participant(s):**

In case of Unitholders who have not registered their e-mail address or became a Unitholder of Mindspace REIT after dispatch of AM Notice but on or before the cut-off date for e-Voting, he/she may obtain the User ID and Password in the manner as mentioned below:

- i. If the mobile number of the Unitholder is registered against DP ID Client ID, the Unitholder may send SMS: MYEPWD E-Voting Event Number + Folio No. or DP ID Client ID to 9212993399.  
Example for NSDL – MYEPWDIN12345612345678,  
Example for CDSL – MYEPWD1402345612345678,
- ii. If e-mail address or mobile number of the Unitholder is registered against Folio No./DP ID Client ID, then on the home page of <https://evoting.kfintech.com>, the Unitholder may click "Forgot Password" and enter Folio No. or DP ID Client ID and PAN to generate a password.
- iii. KFinTech shall endeavour to send User ID and Password to those new Unitholders whose e-mail ids are available.

### **In case of any query and/or grievance, in respect of voting by electronic means, Unitholders may:**

- i. refer to the 'Help' & 'Frequently Asked Questions' (FAQs) and E-voting user manual available at the 'Downloads' section of <https://evoting.kfintech.com> OR
- ii. contact Mr. Sashidhar S Mannava - Vice President of KFin Technologies Limited, Selenium Tower B, Plot 31 & 32, Gachibowli, Financial District, Nanakramguda, Serilingampally, Hyderabad - 500 032 OR
- iii. send email at [einward.ris@kfintech.com](mailto:einward.ris@kfintech.com) or [evoting@kfintech.com](mailto:evoting@kfintech.com) or call KFinTech's toll free no. 1800 309 4001 (between 9:00 A.M. to 5:30 P.M.), for any further clarifications.

## Notice (Contd.)

### Annexure B

#### Instructions for e-voting at the AM

1. For voting during the AM, both for individual and non-individual Unitholders need to access <https://emeetings.kfintech.com/> by using the login credentials (i.e. User ID and password mentioned herewith).
2. E-voting during the AM is integrated with the VC platform and no separate login is required for the same. The Unitholders shall be guided on the process during the AM.
3. The e-voting window shall be activated upon instructions of the Chairperson during the AM.
4. Unitholders attending the AM through VC and who have not cast their vote on the resolutions through Remote e-voting and who are otherwise not barred from doing so, shall be eligible to cast their vote through e-voting system available during the AM.
5. Unitholders who have not registered their e-mail addresses so far are requested to register their e-mail address for receiving all communication including annual reports, notices, circulars etc. from the Manager, on behalf of Mindspace REIT, electronically by contacting their respective Depository Participant.



### Annexure C

#### Instructions for joining the AM through VC/OAVM

- i. Attending the AM: Unitholders will be provided with a facility to attend the AM through VC platform provided by KFin. Unitholders need to access the same at <https://emeetings.kfintech.com/> by using the login credentials.
- ii. After logging, click on camera icon appearing against AM event of Mindspace Business Parks REIT can be selected.
- iii. Please note that the Unitholders who do not have the user id and password for e-voting or have forgotten the user id and password may retrieve the same by following the instructions mentioned in the notice.
- iv. The facility for joining the meeting shall be kept open 15 minutes before the time scheduled to start the AM and shall not be closed until the expiry of 15 minutes after such scheduled time.
- v. Unitholders will be required to allow access to the camera, if any, and are requested to use internet with good speed to avoid any disturbance during the meeting.
- vi. Please note that participants accessing the internet 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.

## Notice (Contd.)

**EXPLANATORY STATEMENT**

**ITEM NO. 1: To consider, approve and adopt the Audited Standalone Financial Statements and Audited Consolidated Financial Statements of Mindspace Business Parks REIT ("Mindspace REIT") for the financial year ended March 31, 2025, together with the Reports of the Statutory Auditors thereon and the Report on performance of Mindspace REIT:**

The Board of Directors of the Manager ("**Board**"), at its meeting held on Tuesday, April 30, 2025, have approved the Audited Standalone and Consolidated Financial Statements of Mindspace REIT for the financial year ended March 31, 2025 and took on record, report of the Statutory Auditors thereon and the report on the performance of Mindspace REIT.

Pursuant to Regulation 22(4)(a)(i) of the Securities and Exchange Board of India (Real Estate Investment Trusts) Regulations, 2014, including any applicable circulars, notifications, guidelines and clarifications issued thereunder, each as amended from time to time ("**REIT Regulations**"), the latest annual accounts and performance of Mindspace REIT are required to be received, approved and adopted by the Unitholders in accordance with the REIT Regulations.

None of the Directors or Chief Financial Officer or Company Secretary and Compliance Officer of the Manager (or their relatives) are interested in the aforesaid resolution.

None of the Key Managerial Personnel or Directors of Axis Trustee Services Limited, the Trustee, are interested in the aforesaid resolution.

The Board of the Manager recommends the passing of the Resolution at Item No. 1 by way of simple majority (i.e.

where the votes cast in favour of the resolution are required to be more than fifty per cent of the total votes cast for the resolution).

**ITEM NO. 2: To consider, approve and adopt the Valuation Report issued by KZEN Valtech Private Limited, the Valuer, for the valuation of the portfolio of Mindspace Business Parks REIT as at March 31, 2025:**

The Board of Directors of the Manager ("**Board**") at its meeting held on Tuesday, April 30, 2025, adopted the Valuation Report dated April 25, 2025 issued by KZEN Valtech Private Limited Independent Valuer of Mindspace REIT with Registration No. IBBI/RV-E/05/2022/164, for valuation of the Mindspace REIT's portfolio as at March 31, 2025.

Pursuant to Regulation 22(4)(a)(iii) of the Securities and Exchange Board of India (Real Estate Investment Trusts) Regulations, 2014, the latest valuation report is required to be received, approved and adopted by the Unitholders of Mindspace REIT.

None of the Directors or Chief Financial Officer or Company Secretary and Compliance Officer of the Manager (or their relatives) are interested in the aforesaid resolution.

None of the Key Managerial Personnel or Directors of Axis Trustee Services Limited, the Trustee, are interested in the aforesaid resolution.

The Board of the Manager recommends the passing of the Resolution at Item No. 2 by way of simple majority (i.e. where the votes cast in favour of the resolution are required to be more than fifty per cent of the total votes cast for the resolution).

## Notice (Contd.)

### INFORMATION AT A GLANCE

Particulars	Details
Time and date of AM	2:00 P.M. (IST) on Tuesday, June 24, 2025
Mode	Video conference and other audio-visual means/Participation through video-conferencing
Helpline number for VC participation	1800 3094 001
EVEN	8828
Cut-off date for e-voting	Wednesday, June 18, 2025
E-voting start time and date	9:00 A.M. (IST) on Friday, June 20, 2025
E-voting end time and date	5:00 P.M. (IST) on Monday, June 23, 2025
Start date and time for Speaker Registration at the Annual Meeting	9:00 A.M. (IST) on Friday, June 20, 2025
Last date and time for sending queries (in respect of Annual Report and/or Notice)/ Speaker Registration at the Annual Meeting	5:00 P.M. (IST) on Monday, June 23, 2025
Name, address and contact details of Registrar and Transfer Agent and e-voting Service Provider	Mr. Sashidhar S Mannava Vice President KFin Technologies Limited Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Serilingampally, Hyderabad – 500 032, India
Website of Mindspace REIT and stock exchanges where AM Notice is available	A copy of this notice is available on the website of Mindspace REIT at <a href="http://www.mindspacereit.com">www.mindspacereit.com</a> .  The same may also be accessed from the relevant section of the websites of the stock exchanges, i.e. BSE Limited and National Stock Exchange of India Limited at <a href="http://www.bseindia.com">www.bseindia.com</a> and <a href="http://www.nseindia.com">www.nseindia.com</a> , respectively.  The AM Notice will also be available on the website of KFin Technologies Limited at <a href="http://www.evoting.kfintech.com">www.evoting.kfintech.com</a> .