

**POSTAL BALLOT FORM**

[Please read carefully the instructions printed overleaf before exercising the vote(s)]

Serial No.: \_\_\_\_\_

1.	Name of Member(s)/Beneficial owner(s), including joint holders, if any (IN BLOCK LETTERS)			
2.	Registered address of the sole/first named Member(s) / Beneficial owner(s)			
3.	Registered folio No./DP ID No. / Client ID No.* (*Applicable to investors holding shares in dematerialized form)			
4.	Number of share(s) held			
5.	I/We hereby exercise my/our vote in respect of the resolutions to be passed through Postal Ballot for the business stated in the Notice of postal ballot issued by the Company dated November 13, 2017 by sending my/our assent or dissent to the said resolutions by placing the tick ( ✓ ) mark at the appropriate box below.			
Item No.	Description of the Resolutions	No. of Equity share(s) held	I/We assent to the Resolution (For)	I/We dissent to the Resolution (Against)
1)	Ordinary Resolution for Increase in Authorised Share Capital of the Company from Rs. 75,00,00,000 (Rupees Seventy-Five Crores Only) to Rs. 1,25,00,00,000 (Rupees One Hundred Twenty-Five Crores Only) having equity shares having face value of Re. 1/- each and consequent alteration to the Capital Clause of the Memorandum of Association.			
2)	Special Resolution for approval for issue of one bonus equity share of Re. 1/- each for every one fully paid equity share of Re. 1/- each, (i.e. 1:1) held by the shareholders as on record date.			

Place :

Date :

(Signature of the shareholder)

**Note: Please read the instruction carefully before exercising your vote.**

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### **General Instructions**

Pursuant to Section 110 and all other applicable provisions of the Companies Act, 2013 (“the Act”) read with Rule 22 of the Companies (Management and Administration) Rules, 2014 (“the Rules”) (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), assent or dissent of the Shareholders in respect of the Resolutions contained in the Postal Ballot Notice is being sought through postal ballot process.

1. Shareholders have option to vote either through e-voting i.e. electronic means or to convey in physical form. If a shareholder has opted for Physical Postal Ballot Form, then he/she should not vote by e-voting and vice versa. However, in case shareholders cast their vote through both physical Postal Ballot Form and e-voting, then vote cast through e-voting shall be considered and vote cast through physical Postal Ballot shall be treated as invalid.
2. The notice of Postal Ballot is dispatched/e-mailed to the members whose names appear on the Register of Members as on Friday, November 10, 2017 and voting rights shall be reckoned on the paid-up value of the shares registered in the name of the shareholders as on the said date.
3. Voting through physical Postal Ballot form or e-voting cannot be exercised by a proxy.

### **Instructions for voting physically in Postal Ballot Form**

1. A Member desiring to exercise vote by Postal Ballot should complete this Form (no other form or photocopy thereof is permitted) and send it to the Scrutinizer, Dr S. K. Jain, Proprietor of S. K. Jain & Co. Practising Company Secretary (FCS: 1473/COP: 3076) Mumbai and send the same so as to reach the Scrutinizer on or before Saturday, December 16, 2017 (5:00 p.m.). Any Postal Ballot Form received after the said date and time will be treated as not having been received and the same will not be considered for the purpose of Postal Ballot.
2. This form should be completed and signed by the Shareholder (as per the specimen signature registered with the Company/ Depository Participants). In case of joint holding, this Form should be completed and signed by the first named Shareholder and in his absence, by the next named Shareholder.
3. In respect of shares held by corporate and institutional shareholders (companies, trusts, societies, etc.), the completed Postal Ballot Form should be accompanied by a certified copy of the relevant Board Resolution/appropriate authorization, with the specimen signature(s) of the authorized signatory(ies) duly attested.
4. The consent must be accorded by recording the assent in the column 'FOR' or dissent in the column 'AGAINST' by placing a tick mark (✓) in the appropriate column in the Form. The assent or dissent received in any other form shall not be considered valid.
5. Members are requested to fill the Form in indelible ink and avoid filling it by using erasable writing medium(s) like pencil.
6. There will be one Postal Ballot Form for every folio / Client ID irrespective of the number of joint holders.
7. A Member may request for a duplicate Postal Ballot Form, if so required, and the same duly completed should reach the Scrutinizer not later than the date specified under instruction No.1 above.
8. Members are requested not to send any other paper along with the Postal Ballot Form. They are also requested not to write anything in the Postal Ballot form except giving their assent or dissent and putting their signature. If any other paper is sent along with the form the same will be destroyed by the Scrutinizer.
9. The Scrutinizer's decision on the validity of the Postal Ballot Form will be final and binding. Incomplete, unsigned or incorrectly ticked Postal Ballot Forms will be rejected.
10. Postal Ballot form received by fax will be rejected as if from the shareholders has not been received unless the original postal ballot form is received within prescribe time period.