

Instructions for filling Postal Ballot Form:

- (a) This Postal Ballot Form is provided for the benefit of Members who do not have access to remote e-voting facility. The Members who wish to opt for remote e-voting are requested to refer the remote e-voting instructions as mentioned in the notes to the Postal Ballot Notice dated 4th March, 2016.
- (b) Members can opt for only one mode of voting i.e. either through remote e-voting or by Postal Ballot Form. If a Member casts votes by both modes then voting done through remote e-voting shall prevail and Postal Ballot Form shall be treated as invalid.
- (c) Members desiring to cast their vote by Ballot should complete and sign this Postal Ballot Form and send it to the Scrutinizer, Mr. P. N. Parikh of Messrs Parikh Parekh & Associates, Practising Company Secretaries duly appointed by the Board of Directors of the Company, in the enclosed postage prepaid Business Reply Envelope. Postal Ballot Forms deposited in person or sent by post or courier at the expense of the Member will also be accepted at the Registered Office of the Company.
- (d) The Postal Ballot Form should be signed by the Member as per the specimen signature registered with the Company / Depositories. In case of joint holding, the Postal Ballot Form should be completed and signed by the first named Member and in his / her absence, by the next named joint holder. A Power of Attorney (PoA) holder may vote on behalf of a Member, mentioning the registration number of the PoA registered with the Company or enclosing an attested copy of the PoA. Exercise of vote by Ballot is not permitted by proxy.
- (e) In case the shares are held by companies, trusts, societies, etc. the duly completed Postal Ballot Form should be accompanied by a certified true copy of the relevant Board Resolution / Authorisation.
- (f) Please convey your assent in Column **"FOR"** and dissent in the column **"AGAINST"** by placing a tick (✓) mark in the appropriate column in this Postal Ballot Form only. The assent / dissent received in any other form / manner will not be considered.
- (g) The voting rights of Members shall be in proportion to the paid-up value of their shares in the equity share capital of the Company as on **Friday, 4th March, 2016**, being the cut-off date decided for this purpose.
- (h) Duly completed and signed Postal Ballot Form should reach the Scrutinizer before the close of working hours i.e. **5.30 p.m. (IST) on Wednesday, 27th April, 2016**. The Postal Ballot Form received after the said date shall be strictly treated as if the reply from the Member has not been received.
- (i) A Member may request duplicate Postal Ballot Form, if so required. However, the duly filled in and signed duplicate Postal Ballot Form should reach the Scrutinizer not later than the date and time specified in serial no. (h) above.
- (j) Unsigned, incomplete, improperly or incorrectly tick marked Postal Ballot Form will be rejected. The Postal Ballot Form will also be rejected if it is received in torn, defaced or mutilated state to an extent which makes it difficult for the Scrutinizer to identify either the Member or as to whether the votes are in favour or against or if the signature cannot be verified. Scrutinizer's decision on validity of the Postal Ballot Form shall be final.
- (k) Members are requested not to send any other paper along with the Postal Ballot Form in the enclosed postage prepaid self-addressed envelope as all the envelopes would be sent to the Scrutinizer and any extraneous paper found in such envelope would be destroyed by the Scrutinizer and the Company would not be able to act on the same.