

## **POSTAL BALLOT FORM**

				S.No.	
Name and address of Sole /First Holder					
Joint H	Tolder's Name (if any)				
Folio / DP ID Client ID			No. of Shares		
busine	nereby exercise my/our vote s sses stated in the Notice of the solutions by placing a tick mark	Company dated 30	th May, 2019 by s		
Item No.	Description	1	No. of Shares Held	I / We assent to the Resolution (FOR)	I / We dissent to the Resolution (AGAINST)
1.	Re-appointment of Mr. Vikramjit Singh Oberoi (DIN-00052014) in the Whole-time employment of the Company as "Managing Director and Chief Executive Officer", liable to retire rotation				
2.	Re-appointment of Mr. Arjun Singh Oberoi (DIN-00052106) in the Whole-time employment of the Company as "Managing Director-Development", liable to retire by rotation				
3.	Re-appointment of Mr. Lakshminarayan Ganesh (DIN: 00012583) as a Non-executive Independent Director				
4.	Re-appointment of Mr. Rajeev Gupta (DIN: 00241501) as a Non-executive Independent Director				
5.	Re-appointment of Mr. Sudipto Sarkar (DIN: 00048279) as a Non-executive Independent Director				
Place:					
Date:  (Signature of Shareholder					of Shareholder)
EVEN USE (Evoting Event Number)			R ID	PASSWORD	
110745					

Note: Please carefully read the instructions printed overleaf before exercising the vote.

## **INSTRUCTIOsNS**

- 1. Pursuant to the provisions of Section 110 of the Companies Act, 2013 read with Rule 22 of the Companies (Management and Administration) Rules, 2014, assent or dissent of the members in respect of the Resolutions contained in the Postal Ballot Notice is being sought through Postal Ballot process.
- 2. A member desiring to exercise his/her vote by postal ballot, may send duly completed form in the enclosed self addressed Business Reply Envelope. The envelope bears the name of JUS & Associates, Company Secretaries, appointed as the Scrutinizer by the Board of Directors of the Company.
- 3. Postage on the Business Reply Envelope will be borne by the Company. However, envelopes containing Postal Ballot, if sent by courier or by Registered Post at the expense of the member will also be accepted. The Postal Ballot(s) may also be deposited personally at the Company's Registered office at 4, Mangoe Lane, Kolkata-700001 or at the Company's Corporate Office at 7, Sham Nath Marg, Delhi-110 054
- 4. The envelopes containing the Postal Ballot should reach the Scrutinizer not later than the close of business hours i.e. 5.00 P.M. on Wednesday, 10th July 2019. A Postal Ballot Form received after this date and time will be strictly treated as if the reply from the member has not been received.
- 5. A Member has to convey his/her assent or dissent in the Postal Ballot Form only. Assent or dissent to the proposed resolutions may be recorded by placing a tick mark ( $\checkmark$ ) in the appropriate column. Postal Ballot Form bearing ( $\checkmark$ ) mark both the column will render the form invalid.
- 6. The Postal Ballot Form should be completed and signed by the Member. An unsigned Postal Ballot Form will be rejected.
- 7. In case of joint holding, the Postal Ballot Form should be completed and signed (as per the specimen signature registered with the Company / Depository) by the first named Member and in the absence of such Member, by the next named joint-holder. A Member may sign the Postal Ballot Form through an attorney; in such case certified true copy of the Power of Attorney should be attached to the Postal Ballot Form. There will be only one Postal Ballot Form for every folio irrespective of the number of joint Member(s).
- 8. In case of shares held by Companies, Trusts, Societies etc., a duly completed Postal Ballot Form should be signed by its authorized signatory. In such cases the duly completed Postal Ballot Form should also be accompanied by a certified copy of the Board Resolution/Authority together with the specimen signature(s) of the duly authorised signatory(ies).
- 9. A Member need not use all his/her votes. Further, he/she need not cast all his/her votes in the same way.
- 10. An incomplete, unsigned, incorrectly completed, incorrectly ticked, defaced, torn, mutilated, over-written, wrongly signed Postal Ballot Form will be rejected. The Postal Ballot shall not be exercised by a proxy. The Scrutinizer's decision on the validity of Postal Ballot Form will be final.
- 11. Voting rights shall be reckoned on the paid up value of shares registered in the name of the Member as on 31st May 2019.
- 12. A Member may request for a duplicate Postal Ballot Form, if so required. However, the duly completed duplicate Postal Ballot Form should reach the Scrutinizer not later than the date and time specified in Point no. 4 above.
- 13. Members are requested not to send any other paper along with the Postal Ballot Form (except those authorised by the Company) in the enclosed self addressed postage prepaid envelope as all Postal Ballot(s) will be sent to the Scrutinizer and any extraneous paper found in such envelope would be destroyed by the Scrutinizer.
- 14. The Resolutions, if assented by requisite majority, shall be considered as passed on Thursday 11th July 2019 (i.e. the date of Declaration of the Postal Ballot Result).
- 16. Remote E-VOTING: The Company is pleased to provide Remote E-Voting facility for all the Shareholders of the Company to enable them to cast their votes electronically instead of through physical Postal Ballot. In case a member has voted through E-Voting facility, he does not need to send the physical Postal Ballot Form. In case a member casts his vote through E-Voting facility as well as sends his vote through physical vote, the vote cast through Remote E-Voting shall only be considered and the voting through physical Postal Ballot shall not be considered by the Scrutinizer. Members are requested to refer to the Postal Ballot Notice and Notes thereto, for detailed instructions with respect to remote E Voting.