



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



POSTAL BALLOT NOTICE

(Pursuant to Section 110 of the Companies Act, 2013 read with Rule 22 of the Companies (Management and Administration) Rules, 2014)

Respected Member(s),

Greetings from Kallam Spinning Mills Limited,

Notice is hereby given that approval of Members of Kallam Spinning Mills Limited ("the Company") is sought through Postal Ballot/Electronic voting (e-voting) pursuant to Section 110 of the Companies Act, 2013 (the "Act") read with Rule 22 of the Companies (Management and Administration) Rules, 2014 (including any statutory modification or re-enactment thereof for the time being in force) and other applicable provisions, if any and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the "Listing Regulations"), for the Resolutions appended below for Adoption of new Articles of Association of the Company, sub-division of Equity Shares and consequential amendments to the Memorandum of Association of the Company.

The Explanatory Statement pertaining to the Resolutions setting out the material facts and the reasons thereof is annexed hereto along with the Postal Ballot Form for your consideration. Member(s) desiring to opt for e-voting are requested to read the instructions in the Notes under the section "Voting through electronic means".

In the event the draft resolutions as set out in the notice are assented to by the requisite majority by means of Postal Ballot Form or E-voting (whichever method the Member(s) opts for), they shall be deemed to have been passed as Special Business at an Extraordinary General Meeting.

SPECIAL BUSINESS:

Item No. 1: Adoption of new Articles of Association of the Company.

To consider and, if thought fit, to pass the following resolution as a **Special Resolution** by means of postal ballot and e-voting:



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



“RESOLVED THAT pursuant to the provisions of Section 14 and all other applicable provisions of the Companies Act, 2013 read with the Companies (Incorporation) Rules, 2014, and other rules made thereunder (including any statutory modification(s) or re-enactment thereof, for the time being in force), the approval of the members of the Company be and is hereby accorded to the adoption of new set of Articles of Association in substitution, and to the entire exclusion of the regulations contained in the existing Articles of Association of the Company.

RESOLVED FURTHER THAT the Board of Directors of the Company (hereinafter referred to as “the Board”, including a Committee there of) or any person(s) authorised by the Board to exercise the powers conferred on the Board, be and is hereby authorized to do all acts, deeds and things and take all such steps as may be necessary, proper or expedient to give effect to this resolution.”

Item No. 2 :

Sub-division of Equity Shares of the Company from the Face Value of ₹ 10/- per share to Face Value of ₹ 2/- per share

To consider and, if thought fit, to pass the following resolution, as an **Ordinary Resolution**:

“RESOLVED THAT pursuant to the provisions of Section 61 (1) (d), 64 and other applicable provisions, if any, of the Companies Act, 2013 and rules framed thereunder (including any statutory modification or re-enactment thereof for the time being in force) and in accordance with the provisions of Memorandum and Articles of Association of the Company and subject to the approval(s), consent(s), permission(s) and sanction(s), if any, required from the concerned authority(ies) or bodies, approval of the members of the Company be and is hereby accorded for sub-dividing 1 (One) Equity Share of the Company of Face Value of ₹ 10/- (Rupees Ten only) each into 5 (Five) Equity Shares of Face Value of ₹ 2/- (Rupees Two only) each fully paid up with effect from the “Record Date” to be determined by the Board of Directors (which expression shall be deemed to include a Committee of Board of Directors duly constituted by the Board) for this purpose;



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



RESOLVED FURTHER THAT on sub-division, 5 (Five) Equity Shares of Face Value of ₹ 2/- (Rupees Two only) each be allotted in lieu of existing 1 (One) Equity Share of ₹ 10/- (Rupees Ten only) each, subject to the terms of the Memorandum and Articles of Association of the Company and shall rank pari-passu in all respects and carry the same rights as the existing fully paid Equity Shares of ₹ 10/- (Rupees Ten only) each of the Company;

RESOLVED FURTHER THAT on sub-division of Equity Shares as aforesaid, the existing share certificate(s) in relation to the existing Equity Shares of the Face value of ₹ 10/- (Rupees Ten only) each held in physical form shall be deemed to have been automatically cancelled and be of no effect on and from the Record Date of sub-division and the Company may, without requiring the surrender of the existing share certificate(s), directly issue and dispatch the new share certificate(s) of the Company in lieu of such existing share certificate(s) within the period prescribed or that may be prescribed in this behalf from time to time subject to the provisions of the Companies (Share Capital and Debentures) Rules, 2014 and in the case of Equity Shares held in dematerialized form, the number of sub-divided Equity Shares be credited to the respective beneficiary accounts of the Members with the Depository Participants, in lieu of the existing credits representing the Equity Shares of the Company before sub-division;

RESOLVED FURTHER THAT the Board of Directors of the Company or any person(s) authorised by the Board to exercise the powers conferred on the Board, be and is hereby authorised to settle any questions, difficulty or doubt arising out of and incidental thereto and to execute all agreements, deeds, applications, documents and writings that may be required, on behalf of the Company and generally do all such acts, deeds, matters and things as may be necessary, proper, expedient and incidental for the purpose of giving effect to this resolution."

Item No. 3 :

Alteration of Capital Clause of Memorandum of Association of the Company

To consider and, if thought fit, to pass the following resolution, as an **Ordinary Resolution**:

"RESOLVED THAT pursuant to the provisions of Sections 13, 61 and other applicable provisions of the Companies Act, 2013 (including any statutory modifications or re-enactment thereof for the time being in force) and Clause V of



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



the Memorandum of Association of the Company relating to Share Capital be substituted by the revised clause as given below:

The Authorised Share Capital of the Company is ₹ 10,00,00,000/- (Rupees Ten Crores only) dividend into 5,00,00,000 (Five Crores Only) Equity shares of ₹ 2/- each with the rights, privileges and conditions attached thereto as are provided by the regulation of the Company for the time being, with power to increase and reduce the capital of the company and to divide the shares in the capital for the time being into several classes and to attach thereto respectively with preferential, or special rights, privileges or conditions as may be determined by or in accordance with the regulations of the Company and to vary, modify or amalgamate or abrogate any such rights, privileges or conditions in such manner as may for the time being be provided by regulations of the Company.

RESOLVED FURTHER THAT the Board of Directors of the Company or any person(s) authorised by the Board to exercise the powers conferred on the Board, be and is hereby authorised to settle any questions, difficulty or doubt arising out of and incidental thereto and to execute all agreements, deeds, applications, documents and writings that may be required, on behalf of the Company and generally do all such acts, deeds, matters and things as may be necessary, proper and expedient and incidental for the purpose of giving effect to this resolution."

By the Order of the Board of Directors
P.Venkateswara Reddy
Managing Director
DIN : 00018677

Place: Chowdavaram, Guntur
Date : 30th November,2016

Notes :

1. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 in respect of Item Nos. 1, 2 and 3 is annexed hereto and forms part of this Notice.
2. The Notice is being sent under permitted mode to all the members, whose names appear in the Register of Members / Record of Depositories as on 25th November, 2016.
3. The Board of Directors of the Company has appointed M/s K.Srinivasa Rao & Co., Company Secretaries in Practice, as Scrutinizer for conducting the Postal Ballot process (including e-voting process) in a fair and transparent manner and to scrutinize the completed postal ballot forms received from the members. After completion of his scrutiny, the Scrutinizer will submit his report to the Chairman/Managing Director of the Company.



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



4. The resolutions will be taken as passed effectively on the date of announcement of the result by the Chairman, if the result of the Postal Ballot indicates that the requisite majority of the shareholders has assented to the resolutions. The result of the Postal Ballot will be declared on 07th January, 2017. After declaration, the result of the Postal Ballot will be published in the newspapers and will also be posted on the Company's website www.ksml.in and on the website of BSE Limited i.e www.bseindia.com where the shares of the Company are listed.
5. All the material documents referred to in the statement pursuant to Section 102 of the Companies Act, 2013 and rules related thereto will be available for inspection at the registered office of the Company between 10.00 a.m. to 12.00 Noon on any working day excluding Saturday and Sunday till the closure of working hours of 06th January, 2017 (last date for receiving Postal Ballot Forms by Scrutinizer).
6. The Postal Ballot form and the self-addressed business reply envelope are enclosed for use of members. Members are requested to carefully read the instructions as mentioned hereinafter before exercising their vote.
7. The voting rights of the members of the Company shall be reckoned as on the cut-off date i.e. 25th November, 2016.
8. Kindly note that the members can opt for only one mode of voting i.e., either by physical postal ballot form or e-voting. If the members opt for e-voting, then they should not vote by postal ballot form and vice versa. However, in case members cast their vote by postal ballot form and e-voting, then voting done through e-voting shall prevail and voting done by Postal Ballot Form will be treated as invalid.

Instructions for Voting through electronic means:

In compliance with the provisions of Section 108 of the Companies Act, 2013 and Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company has also provided e-voting facility through Central Depository Services (India) Limited (CDSL) as an alternate, for its members to enable them to cast their votes electronically instead of voting through Postal Ballot Form(s).

The e-voting period begins on Thursday, 08th December, 2016 at 9.00 a.m. (IST) and ends on Friday, 06th January, 2017 at 5.00 p.m. (IST).

During this period, shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date i.e. Friday, 25th



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



November, 2016 may cast their votes electronically. The e-voting module shall be disabled by CDSL for voting after 5.00 p.m. (IST) on Friday, 06th January, 2017.

A. In case of members who receive postal ballot notice through e-mail:

- i) Initial password is provided in body of E-mail.
- ii) The shareholders should log on to the e-voting website: www.evotingindia.com
- iii) Click on "Shareholders" tab to cast your vote.
- iv) Now Enter your User ID
 - a) For CDSL: 16 digits beneficiary ID,
 - b) For NSDL: 8 Character DP ID followed by 8 Digits Client ID
 - c) Members holding shares in Physical Form should enter Folio Number registered with the Company.
- v) Next enter the Image Verification as displayed and Click on Login.
- vi) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any Company, then your existing password is to be used.
- vii) If you are a first time user, follow the steps given below:

For Members holding shares in Demat Form and Physical Form	
PAN*	<p>Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <p>Members who have not updated their PAN with the Company/Depository Participants are requested to use the sequence number which is printed on Postal Ballot Form.</p>
Dividend Bank Details OR Date of Birth (DOB)	<p>Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.</p> <p>If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field mentioned in instruction (iv).</p>

- viii) After entering these details appropriately, click on "SUBMIT" tab.
- ix) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is also to be used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

- x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- xi) Click on the EVSN for **Kallam Spinning Mills Limited** on which you choose to vote.
- xii) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same, the option "YES/ NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- xiii) Click on the "RESOLUTIONS FILE" link if you wish to view the entire Resolution details.
- xiv) After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- xv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- xvi) You can also take out print of the voting done by you by clicking on "CLICK HERE TO PRINT" option on the Voting page.
- xvii) If you as a Demat account holder have forgotten the existing password, then enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- xviii) Note for Non - Individual Shareholders and Custodians :
 - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on to www.evotingindia.com and register themselves as Corporates and Custodians respectively
 - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com
 - After receiving the login details, a compliance user should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
 - The list of accounts should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts, they would be able to cast their vote.



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



- A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.
 - After receiving the login details, a Compliance user should be created using the admin login and password. The Compliance user would be able to link the account(s) for which they wish to vote on.
- xix) The facility to reset the forgotten password is also provided by CDSL. The same can be done by using “Forgot user Details/Password” option available on www.evotingindia.com.
- xx) Shareholders can also cast their vote using CDSL’s mobile app m-voting available for android based mobiles. The m-voting app can be downloaded from Google play store. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- xxi) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions (“FAQs”) and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com
- xxii) Members who have received Postal Ballot notice by email and who wish to vote through physical Postal Ballot Form or in case a member is desirous of obtaining a duplicate Postal Ballot Form, he or she may send an e-mail to corp@ksml.in. The Company shall forward the same along with postage prepaid self addressed Envelope to the Member.

B. In case of members receiving postal ballot notice through physical mode:

- (i) User Id and Initial password will be provided in the Postal Ballot Form.
- (ii) Please follow all steps from Sl. No. (ii) to Sl. No. (xxi) above to cast vote.

Place: Chowdavaram, Guntur
Date : 30th November, 2016

By the Order of the Board of Directors
P.Venkateswara Reddy
Managing Director
DIN : 00018677



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



EXPLANATORY STATEMENT UNDER SECTION 102 (1) OF THE COMPANIES ACT, 2013

Item no. 1:

The Articles of Association of the Company as currently in force were adopted when the Company was incorporated under the Companies Act, 1956 and further amendments were carried out from time to time, over the past several years. The references to specific sections of the Companies Act, 1956 in the existing Articles may no longer be in conformity with the Companies Act, 2013.

Considering that substantive sections of the Companies Act, 2013 which deal with the general functioning of the companies stand notified, it is proposed to amend/replace the existing Articles of Association with new Articles aligned with the provisions of Companies Act, 2013 including the Rules framed thereunder and adoption of specific sections from Table "F" to Schedule I to the Companies Act, 2013 which sets out the model Articles of Association for a company, limited by shares.

While some of the Articles of existing Articles of Association of the Company require alteration or deletions, certain provisions of existing Articles of Association have been simplified by providing reference to relevant Sections to the Companies Act, 2013 and the Rules framed thereunder, to avoid repetition in its entirety.

The proposed draft of new Articles of Association is available on the Company's website at www.ksml.in for perusal by the shareholders.

The Board recommends the Special Resolution set out at item No.1 of the Notice for approval of members of the Company.



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



Item Nos. 2 and 3 :

The Equity Shares of your Company are actively traded on Bombay Stock Exchange Limited. The operations of the Company have grown during the years. The market price of shares of the Company has also increased significantly. In order to improve the liquidity of the Company's shares in the stock market and with a view to encourage the participation of small investors by making Equity Shares of the Company affordable, the Board of Directors at its meeting held on 30th November, 2016 considered and approved sub-division of One Equity Share of the Company of face value of ₹ 10/- each into Five Equity Shares of face value of ₹ 2/- each subject to the approval of the Members of the Company and any other statutory and regulatory approvals, as applicable. The Record Date for the aforesaid sub-division of Equity Shares will be fixed after approval of the Members is obtained.

Presently, the Authorised Share Capital of your Company is ₹ 10,00,00,000 (Rupees Ten Crores only) divided into 1,00,00,000 Equity shares of ₹ 10/- each).

The sub-division as aforesaid would require consequential amendments to the existing Clause V of the Memorandum of Association of the Company as set out in Item No.3 of the Notice respectively to reflect the change in face value of each Equity Share from ₹ 10/- each to ₹ 2/- each.

Pursuant to the applicable provisions of the Companies Act, 2013, sub-division of Equity Shares and amendment in the Memorandum of Association of the Company requires approval of the members of the Company.

The Directors recommend the Resolutions at Item Nos. 2 and 3 of Notice for approval of members of the Company.

None of the Directors, Key Managerial Personnel of the Company and their relatives are in any way concerned or interested, financially or otherwise, in the Resolutions at Item Nos. 1, 2 and 3 of the Notice except to the extent of their shareholding, if any, in the Company.

Place: Chowdavaram, Guntur
Date : 30th November, 2016

By the Order of the Board of Directors
P.Venkateswara Reddy
Managing Director
DIN : 00018677



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



POSTAL BALLOT FORM

Sr No : _____

1. Name and Registered Address of the :
First named Shareholder
(in Block Letters)
2. Name(s) of the Joint Share Holder(s) :
(if any)
3. Regd. Folio No./DP ID No. & Client ID No.* :
(*Applicable to investors holding shares in
Dematerialized Form)
4. Number of Equity Shares Held :

I/We hereby exercise my/our vote in respect of the Resolutions to be passed through Postal Ballot for the businesses stated in the Postal Ballot Notice of the Company by sending my/our assent or dissent to the said resolutions by placing the tick mark (√) at the appropriate box below:

Item No.	Description	Type of Resolution (Ordinary/Special)	No.of Shares Held	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
1.	Approval for Adoption of new Articles of Association of the Company	Special			
2.	Approval for sub-division of 1 (One) Equity Share of the Company of Face Value of ₹ 10/- each into 5 (Five) Equity Shares of face value of ₹ 2/- each	Ordinary			
3.	Approval for Alteration of Capital Clause of Memorandum of Association of the Company.	Ordinary			

Date :

Place :

(Signature of the Shareholder)

Electronic Voting Particulars

Electronic Voting Sequence Number (EVS/N)	Sequence Number/ Default PAN	Default Bank A/c Number
161130004		

Note : (Please read the instructions for voting printed overleaf before exercising the vote. For e-voting, please refer instructions provided in the Postal Ballot Notice and return the duly filled form on or before Friday, 06th January, 2017)



KALLAM SPINNING MILLS LIMITED

CIN-L18100AP1992PLC013860

Chowdavaram, GUNTUR - 522 019. A.P., INDIA.

Ph: 0863-2344016 : Fax: 0863-2344000

E-mail: corp@ksml.in Website : www.ksml.in

TIN NO: 37870194036, C.S.T.NO.GNT/07/01/2020 Date: 06.11.1993, ECCNO: AAACK9363M XM001



Instructions for voting through Postal Ballot Form

- 1) A member desirous of exercising his/her vote by Postal Ballot shall complete this Postal Ballot Form and send it to the Scrutinizer in the attached self addressed envelope. Postage will be borne and paid by the Company. However, any envelope containing Postal Ballot, if sent by courier at the expense of the Registered Member will also be accepted.
- 2) Please convey your assent/dissent in this Postal Ballot Form by putting tick mark (√) at the appropriate box. The assent or dissent received in any other form or on a photo copy of the Postal Ballot Form shall be considered invalid.
- 3) This Form must be completed and signed (as per Specimen signature registered with the Company) by the member. In case of Joint share holding, this Form must be completed and signed by the first named member and in his/her absence, by the next named member.
- 4) Unsigned, incomplete or incorrectly ticked Postal Ballot Forms shall be rejected.
- 5) The Scrutinizer's decision on the validity of the Postal Ballot shall be final.
- 6) The Vote through Postal Ballot Form shall not be exercised by a Proxy.
- 7) In case of shares held by Companies, Trusts, Societies, etc., the duly completed Postal Ballot Form should be accompanied by a certified copy of Board Resolution/authorization together with the specimen signature(s) of the duly authorized signatories if not registered with the Company.
- 8) Duly completed Postal Ballot Form should reach the Scrutinizer not later than the close of working hours on Friday, 06th January, 2017. All Postal Ballot Forms received after this date will be strictly treated as if the reply from such shareholder has not been received.
- 9) Voting rights shall be reckoned on the paid-up value of shares registered in the name of the member as on 25th November, 2016.
- 10) Members are requested not to send any other paper along with the Postal Ballot Forms in the enclosed self-addressed Postage pre-paid Envelope as all such envelopes will be sent to the Scrutinizer and any extraneous paper found in such envelope would be destroyed by the Scrutinizer.
- 11) There will be one Postal Ballot Form for every Folio/Client ID, irrespective of the number of joint share holders.
- 12) A member may request a duplicate Form, if so required. However, the duly filled in duplicate Form should reach the Scrutinizer not later than the date specified at item no (8) above.
- 13) Members are requested to fill in the Postal Ballot Form with indelible ink and not by any erasable writing mode.