

SPENTEX INDUSTRIES LIMITED



CIN: L74899DL1991PLC138153

Registered & Corporate Office: A - 60, Okhla Industrial Area, Phase - II, New Delhi - 110020

Tel.No: +91-11-46598900; Fax: +91-11-26385181

Email- secretarial@clcindia.com, Website- www.spentex.net

POSTAL BALLOT NOTICE

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

Notice is hereby given to the members of Spentex Industries Limited ("the Company") pursuant to Section 110 and other applicable provisions, if any, of the Companies Act, 2013 ("Act") read with the Companies (Management and Administration) Rules, 2014 (including any statutory modification(s), amendment(s) or re-enactment(s) thereof for the time being in force), and in accordance with Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Secretarial Standard-2 issued by the Institute of Company Secretaries of India and other applicable acts, rules, regulations, laws, if any, that the Company seeks consent of its members for the proposed Special Businesses by way of passing of Special Resolutions as set out in this Notice through Postal Ballot (including through electronic voting).

The explanatory statement pertaining to the aforesaid resolution setting out the material facts, concerning the item and the reasons thereof, is annexed hereto along with a Postal Ballot Form for your consideration.

The Board of Directors has appointed Loveneet Handa & Associates, Practicing Company Secretary (FCS 9055; CP 10753), as the Scrutinizer for conducting the postal ballot and e-voting process in a fair and transparent manner. The Company has engaged the services of Central Depository Services (India) Limited (CDSL) as an agency to provide facility of e-voting.

SPECIAL BUSINESS

ITEM NO.-1:

APPROVAL FOR THE CHANGE OF NAME OF THE COMPANY FROM "SPENTEX INDUSTRIES LIMITED" TO "CLC INDUSTRIES LIMITED" WITH CONSEQUENTIAL ALTERATION TO MEMORANDUM OF ASSOCIATION AND ARTICLES OF ASSOCIATION OF THE COMPANY:

To consider and if thought fit, to pass with or without modification(s), the following resolution as a Special Resolution:

"RESOLVED THAT pursuant to the provisions of sections 4, 13, 14, 15 and other applicable provisions, if any, of the Companies Act, 2013 read with the applicable Rules and Regulations framed there under (including any statutory modification(s) or re-enactment(s) thereof for the time being in force) ("Act"), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the provisions of the Memorandum and Articles of Association of the Company, any other applicable law(s), regulation(s), policy(ies) or guideline(s) and subject to the approvals, consents, sanctions, permission of Central Government/Registrar of Companies/stock exchange(s) or any other appropriate regulatory/statutory authority, if any required under the applicable laws, the consent of the members of the Company be and is hereby accorded to change the name of the Company from **"SPENTEX INDUSTRIES LIMITED" to "CLC INDUSTRIES LIMITED"**.

RESOLVED FURTHER THAT Clause I (Name Clause) of the Memorandum of Association of the Company be altered so as to read as under:

"I. The name of the Company is **"CLC INDUSTRIES LIMITED"**.

RESOLVED FURTHER THAT post aforesaid approvals, the extant name **SPENTEX INDUSTRIES LIMITED**

wherever appearing in the Memorandum of Association and Articles of Association and other documents and papers of the Company be substituted by the name “**CLC INDUSTRIES LIMITED**”.

RESOLVED FURTHER THAT the Board of Directors be and is hereby authorized to take necessary steps and to do all such acts, deeds and things and execute all such documents, instruments and writings and to delegate all or any of its powers herein conferred to any Committee of Directors or Director(s) as may be required to give effect to the above resolutions”.

ITEM NO. – 2:

TO AMEND MEMORANDUM OF ASSOCIATION OF THE COMPANY TO BRING CONTENTS OF MEMORANDUM IN LINE WITH THE DRAFT SUGGESTED IN TABLE A OF SCHEDULE I OF THE COMPANIES ACT, 2013.

To consider and if thought fit, to pass with or without modification(s), the following resolution as a Special Resolution:

“**RESOLVED THAT** pursuant to the provisions of Section 4, 13 and other applicable provisions, if any, of the Companies Act, 2013 read with the rules and regulations made there under (including any amendment, re-enactment or statutory modification thereof for the time being in force), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 or any other applicable law(s), regulation(s), guideline(s), and subject to the approvals, consents, sanctions and permission of the Central Government/Stock Exchange(s)/appropriate regulatory and statutory authorities, approval of the members be and is hereby accorded for adoption of new set of Memorandum of Association (“MOA”) of the Company, by incorporating the following changes/amendments in the existing MOA, in accordance with Table A of Schedule I of the Companies Act, 2013, and/or such other amendments as may be required to align the MOA with the provisions of the Companies Act, 2013.

- I. The words 'Companies Act, 1956' in the existing MOA shall be substituted with the words 'Companies Act, 2013' and wherever in the MOA of the Company, reference to various sections of the Companies Act, 1956 appears; the same be replaced with the reference to the corresponding sections of the Companies Act, 2013.
- II. Part A of Clause III of MOA shall now be titled as “**The Objects to be pursued by the Company on its incorporation are:-**”
- III. Part B of Clause III of MOA shall now be titled as “**Matters which are necessary for furtherance of the Objects specified in Part A of Clause III are:-**”.
- IV. Part C of Clause III of MOA viz. “Other Objects” shall be deleted in line with the requirements of the Companies Act, 2013.

RESOLVED FURTHER THAT for the purpose of giving effect to foregoing Resolution, the Board be and is hereby authorized to do and perform or cause to be done and perform all such acts, deeds, matters and things, as may be required or deemed necessary or incidental thereto including signing and filing all the forms and other documents with any regulatory authority and to settle and finalize all issues that may arise in this regard as the Board may in its sole and absolute discretion deem fit and delegate all or any of the powers or authorities herein conferred to any Director(s) or other official(s) of the Company, without further reference to the Members of the Company.”

By Order of the Board of Directors of
SPENTEX INDUSTRIES LIMITED

Sd/-

Mukund Choudhary

Managing Director

DIN – 00051529

Place: New Delhi

Date: May 16, 2018

Notes:

1. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013, setting out the material facts and reasons for the proposed resolution is annexed hereto.
2. The Postal Ballot Notice along with the Postal Ballot Form are being sent in electronic form by e-mail to those members who have registered their email address with the Company/ the Company's Registrar and Transfer Agent (in case of physical shareholding) / with their Depository Participants (in case of electronic shareholding). For members whose e-mail addresses are not registered, physical copy of the Postal Ballot Notice along with Postal Ballot Form are being sent by permitted mode along with a self-addressed postage pre-paid envelope.
3. Voting rights shall be reckoned on the paid-up value of shares registered in the name of the member/beneficial owner as on the Cut-Off Date i.e. Friday, 11th May, 2018. Only those members, whose names are recorded in the register of members / list of beneficial owners as received from the National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) as on Friday, 11th May, 2018 i.e. Cut-Off Date, will be entitled to cast their votes by Postal Ballot (including e-voting). A person who is not a member of the Company on the Cut-Off Date shall treat this notice for information purpose only.
4. Members who have received the Postal Ballot Notice by e-mail and who wish to vote through physical Postal Ballot Form may download the Postal Ballot Form attached to the e-mail or from the web link: <https://www.evotingindia.com> or from the Company's website: www.spentex.net where the Postal Ballot Notice is displayed and send the duly completed and signed Postal Ballot Form so as to reach the Scrutinizer on or before 5:00 P.M. (IST) on Tuesday, 19th June, 2018.
5. Shareholders holding equity shares shall have one vote per share as shown against their holding.
6. Resolution passed by the members through Postal Ballot including voting by electronic means shall be deemed to have been passed as if it has been passed at a general meeting of the members convened in that regard.
7. The resolutions, if approved by the requisite majority, shall be deemed to have been passed on the last date of voting, i.e. Tuesday, 19th June, 2018.
8. Pursuant to the provisions of Section 108 of the Act read with the Companies (Management and Administration) Rules, 2014 and in terms of Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company is pleased to provide e-voting facility to all its members, to enable them to exercise their votes electronically and has engaged the services of Central Depository Services (India) Limited (CDSL) as the Agency to provide e-voting facility. Instructions for the process to be followed for voting through electronic means are annexed to this Postal Ballot Notice.
9. The members can opt for only one mode of voting, i.e., either by Postal Ballot Form or e-voting. In case members cast their votes through both the modes, voting done by e-voting shall prevail and votes cast through Postal Ballot Forms will be treated as invalid.
10. The member need not use all his/her/its votes nor does he/she/it need to cast all his/her/its votes in the same way.
11. The e-voting period commences on Monday, 21st May, 2018 at 9.00 a.m. (IST) and ends at 5.00 p.m. (IST) on Tuesday, 19th June, 2018. The e-voting module shall be disabled by CDSL thereafter. During this period, members of the Company, holding shares either in physical or dematerialized form, as on the cut-off date, that is, Friday, 11th May, 2018, may cast their vote electronically.
12. The Board of Directors has appointed Loveneet Handa & Associates, Practicing Company Secretary (FCS 9055; CP- 10753) as the Scrutinizer to conduct the Postal Ballot process and electronic voting process in a fair and transparent manner.
13. The Scrutinizer will submit his report to the Chairman/Managing Director or any other duly authorized person of the Company after completion of the scrutiny of the Postal Ballots (including e-voting). The result of the Postal Ballot (including e-voting) shall be declared by the Chairman or any other duly authorized person of the Company on or before Thursday, 21st June, 2018 at the Registered Office of the Company and communicated to the stock exchanges, depository, registrar and share transfer agent and shall also be displayed on the Company's website, www.spentex.net and on the website of CDSL i.e. <https://evotingindia.com>.
14. Material documents referred to in the Notice and the Explanatory Statement are available for inspection by the members at Company's registered office on all working days (except Saturdays, Sundays and public

holidays), during business hours, from the date of dispatch of the Notice till Tuesday, 19th June, 2018.

15. In case of any query/grievance with respect to voting by postal ballot including voting through electronic means, please contact at +91-11-26387738 or send e-mail to secretarial@clcindia.com. Members who have not registered their e-mail addresses are requested to register the same with the Company's Registrar and Transfer Agent / Depository Participant(s) for sending future communication(s) in electronic form.

16. The instructions for Members for voting are as under:-

VOTING THROUGH PHYSICAL POSTAL BALLOT FORM

Members are requested to refer to the instructions printed on the Postal Ballot Form for exercising their vote in physical form.

VOTING THROUGH ELECTRONIC MEANS

- (i) The voting period begins on Monday, 21st May, 2018 at 9.00 a.m. (IST) and ends at 5.00 p.m. (IST) on Tuesday, 19th June, 2018. During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date (record date) of Friday, the 11th May, 2018 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) Open your web browser and log on to the e-voting website www.evotingindia.com during the voting period.
- (iii) Click on "Shareholders/Members" tab.
- (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:

PAN	<p>For Members holding shares in Demat Form and Physical Form</p> <p>Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none">• Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field.• In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.
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> <ul style="list-style-type: none">• 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 as mentioned in instruction (iv).

- (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 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 to be also 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 the relevant **SPENTEX INDUSTRIES 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 a print of the votes cast by clicking on “Click here to print” option on the Voting page.
- (xvii) If a demat account holder has forgotten the login 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) 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. iPhone and Windows phone users can download the app from the App Store and the Windows Phone Store respectively. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- (xix) Note for Non – Individual Shareholders and Custodians
- Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporates.
 - 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 linked in the login should be emailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
 - 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.
- (xx) 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.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102 OF THE COMPANIES ACT, 2013

Item No. 1

“**SPENTEX INDUSTRIES LIMITED**” (hereinafter referred to as 'the Company') was incorporated as a public limited company on 25th November, 1991 under the provisions of the Companies Act, 1956. Spentex Industries Limited is a flagship listed company of CLC Group. “CLC” word is the abbreviation of Shri Chiranji Lal Choudhary, the founder of CLC Group, who established the textile business in the year of 1986 as a partnership firm.

The Board of Directors has, by way of Circular Resolution dated 7th May, 2018, approved to change the name of Spentex Industries Limited to **CLC Industries Limited**, subject to its availability by Registrar of Companies, so as to identify the Company, with its Promoter, Shri Chiranji Lal Choudhary and relate the same in letter and spirit with “CLC” Group. With the passage of time, the word “**CLC**” has been interchangeably used in all communication of the Company and is well known to all its stakeholders and public at large.

The word “CLC” being the Company's logo, is a registered Trade Mark owned by Mr. Ajay Kumar Choudhary, Chairman of the Company and Mr. Ajay Kumar Choudhary has provided no objection certificate for use of word 'CLC' in the proposed name of your Company. The proposed name of your Company by incorporating therein the word “CLC” will bring international recognition to your Company and communicate one identity, particularly to global customers of CLC Group.

The Ministry of Corporate Affairs, Registrar of Companies vide its letter dated 10th May, 2018 has confirmed the

availability of new name – “**CLC INDUSTRIES LIMITED**” and has also reserved the said proposed name for the Company. The Company is in process to obtain In-principal approval from BSE Limited and National Stock Exchange of India Limited, where the Company's securities are listed, in this regard.

The proposed change of name would not result in change of the legal status or constitution or operations or activities of the Company, nor would it affect any of the rights of the Company or of the members/ stakeholders of the Company or any other person dealing with the Company in any manner whatsoever.

Since in terms of provisions of the Companies Act, 2013 read with rules framed thereunder, prior consent of the members by way of a Special Resolution is required for affecting any change in the name of a company and consequential alteration in the Memorandum of Association and Articles of Association of the Company, therefore, the Resolution set out in item no.1 of this Notice is being placed for the consent of the members as **Special Resolution**.

Upon receipt of approval of the members by Special Resolution, the Company shall make an application to the Central Government (power delegated to the Registrar of Companies) for seeking approval for the change in name of the Company and issuing a fresh certificate of incorporation to the Company in the new name as aforesaid.

None of the Directors and Key Managerial Persons of the Company or their relatives is/are in any way concerned or interested, in the said resolution. Accordingly, the Board recommends passing of the resolution set out at Item No.1 for approval of the Members as **Special Resolution** through Postal Ballot Form / e-voting.

The draft of the revised Memorandum of Association and Article of Association reflecting the said change is available for inspection by the members at the registered office of the Company on all working days (except Saturdays, Sundays and public holidays), during business hours, up to the date of closing of e-voting or last date of receipt of Postal Ballot Forms .

ITEM NO. - 2

Upon enactment of the Companies Act, 2013, the Company is required to re-align the Memorandum of Association (“MOA”) of the Company as per the provisions of the new Act. Accordingly, your Board of Directors has, by circular resolution dated 16th May, 2018, approved (subject to the approval of members) the amendment in the Memorandum of Association of the Company with respect to the following:

- i. The words “Companies Act, 1956” in the existing MOA shall be substituted with the words “Companies Act, 2013” and wherever in the MOA of the Company, reference to various sections of the Companies Act, 1956, is appearing, be replaced with the reference to the corresponding sections of the Companies Act, 2013.
- ii. The words appearing in Clause IIIA – “Main Objects of the Company” be substituted, by way of change of heading with the words “**The Objects to be pursued by the Company on its incorporation are;-**”;
- iii. Part B of Clause III of MOA shall now be titled as “**Matters which are necessary for furtherance of the Objects specified in Part A of Clause III are:-**”.
- iv. Part C of Clause III of MOA viz. “Other Objects” shall be deleted in line with the requirements of the Companies Act, 2013.

A copy of the draft of amended Memorandum of Association of the Company would be available for inspection for the Members at the Registered Office of the Company on any working day (except Saturdays, Sundays and public holidays) during business hours upto the date of closing of e-voting or last date of receipt of Postal Ballot Forms i.e. Tuesday, 19th June, 2018 and is also available on the website of the Company i.e. www.spentex.net .

In terms of Section 4 and 13 of the Companies Act, 2013, the consent of the Members by way of Special Resolution is required for proposed amendments in the Memorandum of Association of the Company.

Therefore, your Directors recommends the special resolution as set out in Item No. 2 of the accompanying notice for the approval of Members via Postal Ballot/e-Voting in terms of the provisions of inter-alia, Section 13 of the Companies Act, 2013, read with the Companies (Incorporation) Rules, 2014.

None of the directors, KMPs, or their relatives are interested or concerned, financially or otherwise, in the resolution set out at item no. 2.

By Order of the Board of Directors of
SPENTEX INDUSTRIES LIMITED

Sd/-

Mukund Choudhary
Managing Director
DIN – 00051529

Place: New Delhi
Date: May 16, 2018

SPENTEX INDUSTRIES LIMITED



CIN: L74899DL1991PLC138153

Registered & Corporate Office: A - 60, Okhla Industrial Area, Phase - II, New Delhi - 110020

Tel.No: +91-11-46598900; Fax: +91-11-26385181

Email- secretarial@clcindia.com, Website- www.spentex.net

POSTAL BALLOT NOTICE

Sr. No.	Particulars	Details
1.	Name and Registered Address of the Sole/First Named Shareholder (in block letters)	
2.	Name(s) of the Joint holder(s), if any (in block letters)	
3.	Registered 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(s) in respect of the following special resolutions to be passed through postal ballot/e-voting for business stated in the Postal Ballot Notice dated 16th May, 2018, issued by the Company, by conveying my/our assent or dissent to the said resolutions by placing the tick (✓) mark in the appropriate box below:

Resolution No.	Description	No. of Equity Shares held by me/us	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
1.	SPECIAL RESOLUTION To change in the name of the Company from Spentex Industries Limited to "CLC Industries Limited" with consequential alteration to Memorandum of Association and Articles of Association of the Company			
2.	SPECIAL RESOLUTION to amend Memorandum of Association of the Company to bring contents of Memorandum in line with draft suggested in Table A of Schedule I of the Companies Act, 2013			

Place:

Date:

(Signature of the equity Shareholder)

Particulars for voting through Electronic Means

For those options to vote through electronic means instead of voting by the above postal ballot, facility is available at the weblink www.evotingindia.com. Particulars for electronic voting are as under:

EVEN (E-voting Event Number)	User Id	Password / PIN

Facility to exercise vote by postal ballot including voting through electronic means will be available during the following period:

Commencement of e-voting	End of Voting
From 9:00 A.M. (IST) on 21st May, 2018	Upto 5:00 P.M. (IST) on 19th June, 2018

Note:

1. The facility for voting through electronic means will be disabled for voting by CDSL upon expiry of the aforesaid voting period.
2. Please read the instructions carefully given overleaf and Postal Ballot Notice dated 16th May, 2018 before exercising your vote.

Instructions

- i) Members wishing to exercise their vote by physical postal ballot are requested to carefully read the instructions and return the Form duly completed and signed along with their assent (FOR) and dissent (AGAINST), in the enclosed self-addressed Envelope to the Scrutinizer – Loveneet Handa & Associates, C/O Spentex Industries Limited, A – 41, Office No. 2, First Floor, Main Market, Madhu Vihar, I.P. Extn, Delhi - 110092, so that it reaches the Scrutinizer not later than the close of working hours i.e. 5:00 P.M.(IST) on Tuesday, 19th June, 2018. The postage will be borne by the Company. However, envelopes containing postal ballots, if sent by courier or registered / speed post at the expense of the Members, will also be accepted. Postal Ballot Forms received after 5:00 P.M. (IST) on Tuesday, 19th June, 2018 shall be deemed invalid.
- ii) Voting Rights: Shareholders holding equity shares shall have one vote per share as shown against their holding.
- iii) The self-addressed envelope contains the address of the scrutinizer appointed by the Board of Directors.
- iv) The Postal Ballot Form should be completed and signed by the shareholder. In case of joint holding, this form should be completed and signed (as per the specimen signature registered with the Company) by the first named shareholder and in his absence, by the next named shareholder.
- v) Unsigned / incomplete Postal Ballot Forms will be rejected.
- vi) Duly signed Postal Ballot Form should reach the Scrutinizer not later than 5:00 PM (IST) on Tuesday, 19th June, 2018. All Postal Ballot Forms received after this date will be strictly treated as if, reply from such shareholder has not been received.
- vii) A shareholder may request for a duplicate Postal Ballot Form, if so required. However, the duly filled in duplicate Postal Ballot Form should reach the Scrutinizer not later than the date and time specified at Point No. (vi) (Above this point).
- viii) Corporate / Institutional Members (i.e. other than Individuals, HUF, NRI, etc.) opting for physical ballot are also required to send certified true copy of the Board Resolution / Power of Attorney / Authority Letter, etc., together with attested specimen signature(s) of the duly authorized representative(s), to the Scrutinizer along with the Postal Ballot Form.
- ix) In case of shares held by companies, trusts, societies etc. the duly filled in Postal Ballot Form should be signed by the authorized signatory, whose signature is already registered with the Company. In such case, the duly completed postal ballot form should also be accompanied by a certified true copy of the appropriate Resolution.
- x) Shareholders are requested not to send any other paper along with the Postal Ballot Form in the enclosed self-addressed postage prepaid 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.
- xi) The votes of a Member will be considered invalid on any of the following ground:
 - a) if the Postal Ballot Form has not been signed by Member or Authorized Person in case share held by companies, trusts, societies etc as the case may be;
 - b) if the Member's signature does not tally;
 - c) if the Member has marked his/her/ its votes both for Assent and also for Dissent/Abstain to the Resolution in such a manner that the aggregate shares voted for 'Assent' and 'Dissent' exceed total number of shares held;
 - d) if the Member has made any amendment to the Resolution or imposed any condition while exercising his/her vote;
 - e) if the Postal Ballot Form is incomplete or incorrectly filled;
 - f) if the Postal Ballot Form is received torn or defaced or mutilated such that it is difficult for the Scrutinizer to Identify either the Member or the number of votes, or whether the votes are for 'Assent' or 'Dissent' or if the signature could not be verified, or one or more of the above grounds;
 - g) if the form other than issued by the Company is used.