

# SHIVAM AUTOTECH LIMITED

CIN: L34300DL2005PLC139163

Regd. Office: 303, 3rd Floor, Square One, District Centre, Saket, New Delhi - 110017

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## POSTAL BALLOT FORM

S. No.	Particulars	Details
1.	Name of the Shareholder	
2.	Postal Address	
3.	Folio No./Client ID	
4.	Class of Share/No. of Shares	

I/we hereby exercise my/our vote in respect of Special Resolution to be passed through Postal Ballot for the business stated in the Notice dated 6th February, 2019 of the Company, by sending my/our assent or dissent to the said resolution by placing tick (v) marks at the appropriate boxes below:

S. No.	Item No.	Type of Resolution	No. of Shares	I /we assent to the resolution (For)	I /we dissent from the resolution (Against)
1.	Shifting of Registered Office of the Company from the National Capital Territory (NCT) of Delhi to the State of Haryana	Special Resolution			

Place:

Date:

Signature of Shareholder: \_\_\_\_\_

## INSTRUCTIONS

1. A Shareholder desiring to exercise vote by Postal Ballot may complete this Postal Ballot Form (no other form or photocopy thereof is permitted) and send it to the Scrutinizer, CS Satyender Kumar, Satyender Kumar & Associates in the attached self-addressed prepaid postage envelope. However, envelopes containing Postal Ballot Form(s), if sent by courier or registered/speed post at the expense of the Shareholder will also be accepted.
2. This Form should be completed and signed by the member (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 member and in his absence, by the next named member. In case Postal Ballot Form is signed through a Delegatee, a copy of Power of Attorney attested by the Member shall be annexed to the Ballot.
3. The consent must be accorded by recording the assent in the Column 'FOR' and dissent in the Column 'AGAINST' by placing a tick (✓) mark in the appropriate column.
4. Duly completed Postal Ballot Form should reach the Company not later than Saturday, March 23, 2019. All Postal Ballot Forms received after this date will be strictly treated as if reply from such Member has not been received.
5. There will be only one Postal Ballot Form for every folio irrespective of the number of joint Member(s).
6. In case of shares held by companies, trusts, societies etc. the duly completed Postal Ballot Form should be accompanied by a certified true copy of Board resolution/authority letter.
7. 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 last date of receipt of Postal Ballot Form, i.e., March 23, 2019.
8. Voting rights shall be reckoned on the paid up value of shares registered in the name of the Members as on February 7, 2019.
9. Members are requested not to send any other paper along with the Postal Ballot Form in the enclosed self-addressed prepaid postage 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.
10. A Member need not use all the votes or needs to cast all the votes in the same way.
11. Incomplete, unsigned or incorrect Postal Ballot Forms will be rejected.
12. Upon completion of the scrutiny of the Forms, the Scrutinizer will submit his report to the Chairman / Managing Director or in their absence, to the Company Secretary. The result of the Postal Ballot would be announced by the Chairman / Managing Director or in their absence by the Company Secretary of the Company on Monday, March 25, 2019 at the registered office of the Company at 05:00 p.m.
13. The Scrutinizer's decision on the validity of a Postal Ballot will be final and binding.
14. The aforesaid result would be displayed at the registered office of the Company, intimated to the Stock Exchanges where the shares of the Company are listed, published in the newspapers and displayed along with the Scrutinizer's report (physical & e-voting) on the Company's website viz. [www.shivamautotech.com](http://www.shivamautotech.com) and also on [www.cdslindia.com](http://www.cdslindia.com).