

# SERVALAKSHMI PAPER LIMITED

CIN: L21012TN2005PLC092783

Registered Office: Kodaganallur Village, Vaduganpatti Post,

I.C.Pettai, Tirunelveli – 627010 Phone: 0462 – 2568500

Email: secretarial@servalakshmi.in Website: www.servalakshmi.in

## POSTAL BALLOT FORM (in lieu of e-voting)

(Kindly read the instructions printed overleaf before filling the form)

Registered Folio No. / DP ID /Client ID No. * <small>*(Applicable to Investors holding shares in dematerialized form)</small>
Name(s) and Registered Address of the sole/first named Shareholder/ Beneficial Owner, including Joint holder(s), if any (in block letters)
Number of shares held

I/We, hereby exercise my / our vote in respect of Resolution(s) to be passed through Postal Ballot for the business stated in the AGM Notice dated 9<sup>th</sup> August, 2014 of the Company by conveying my / our assent or dissent to the said Resolution(s) by placing the tick (✓) mark at the appropriate box below.

S. No.	Resolutions	No. of Shares held by me	I assent to the resolution	I dissent from the resolution
	<i>Ordinary Business</i>			
1	Adoption of Annual Financial Statements as on 31 <sup>st</sup> March 2014 ( <i>Ordinary Resolution</i> )			
2	Appointment of Statutory auditors and fixing their remuneration ( <i>Ordinary Resolution</i> )			
	<i>Special Business</i>			
3	Appointment of Mr. V.S. Pattabiraman as an Independent Director ( <i>Special Resolution</i> )			
4	Appointment of Mr.D.Muthusamy as an Independent Director ( <i>Special Resolution</i> )			
5	Appointment of Mr.S.Srinivasaragavan as an Independent Director ( <i>Special Resolution</i> )			
6	Amendment of Articles of Association ( <i>Special Resolution</i> )			
7	Authorisation to borrow upto a limit of Rs. 700 Crores pursuant to Section 180(1)(c) of the Companies Act, 2013 ( <i>Special Resolution</i> )			
8	Authorisation to create charge on the assets of the company pursuant to Section 180(1)(a) of the Companies Act, 2013 ( <i>Special Resolution</i> )			
9	Re-designation of Mr.R.Ramswamy as an Executive Chairman ( <i>Special Resolution</i> )			
10	Appointment of Mr.Y.Shivaram Prasad as a Managing Director ( <i>Special Resolution</i> )			
11	Approval for related party transactions pursuant to Section 188 of the Companies Act, 2013 ( <i>Special Resolution</i> )			

Place:

Date:

Signature of Shareholder

**NOTE:** Last date for receipt of Postal Ballot forms by Scrutinizer is 22<sup>nd</sup> September, 2014

## INSTRUCTIONS:

1. In terms of Clause 35B of the Listing Agreement, those members, who do not have access to e-voting facility provided by the Company for the AGM may send their assent or dissent in writing on the Postal Ballot Form. Accordingly, this Postal Ballot Form is being provided as per Clause 35B of the Listing Agreement.
2. A member desiring to exercise his/her vote by Postal Ballot Form should complete this Postal Ballot Form, sign and send in the enclosed self addressed Business Reply Envelope so as to reach the Scrutiniser as per instruction 6 below at the address Sri. M.D. Selvaraj, Practising Company Secretary, Proprietor MDS & Associates, "Surya", 35, Mayflower Avenue, Behind Senthil Nagar, Sowripalayam Road, Coimbatore – 641 028. Postage will be borne and paid by the Company. Envelopes containing Postal ballots, if deposited in person or sent by courier at the expense of the members will also be accepted.
3. The self addressed envelope bears the name of the Scrutinizer appointed by the Board of Directors of the Company and the address at which the Postal Ballot Form is to be sent.
4. The postal ballot form should be completed and signed by the members. In the case of joint shareholding, this form should be completed and signed by the first named member and in his absence, by the next named member(s). Unsigned postal ballot forms will be rejected. The signature on the postal ballot form must tally with the specimen signature registered with the Company.
5. Where the Postal ballot form has been signed by an Authorised Representative of a body corporate, a certified copy of the relevant authorizations to vote on the postal ballot should accompany the postal ballot form. A member may sign the form through an Attorney appointed specifically for this purpose, in which case an attested true copy of the Power of Attorney should be attached to the postal ballot form.
6. Duly Completed postal ballot forms should reach the Scrutiniser not later than 5.00 P.M. on 22<sup>nd</sup> September, 2014. Any postal ballot form received after this time and date will be treated as if the reply from the member has not been received.
7. A member may request for a duplicate postal ballot form, if so required. However, the duly filled in duplicate postal ballot form should reach the Scrutiniser not later than the time and date specified at Item No.6 above.
8. Voting rights will be reckoned on the paid up value of shares registered in the name of the member on 15<sup>th</sup> August, 2014 which is the cut-off Date fixed for this purpose.
9. Members are requested not to send any other paper along with the Postal Ballot Form in the enclosed self addressed postage prepaid envelope in as much as all such envelopes will be sent to the Scrutiniser and any extra paper found in such envelope would be destroyed by the Scrutinizer.
10. There will be only one postal ballot form for every folio irrespective of the number of joint member(s)
11. A member need not use all the votes nor does he need to cast all the votes in the same way.
12. The Scrutinizer's decision on the validity of a postal ballot will be final and binding.
13. Incomplete, unsigned or incorrect postal ballot forms will be rejected.
14. The date of AGM will be the deemed date of passing resolution(s) through e-voting/postal ballot.
15. The right of vote under e-voting and postal ballot shall not be exercised by a proxy.