



**THE BOMBAY BURMAH TRADING CORPORATION, LIMITED**

**REGD. OFFICE :** 9, WALLACE STREET, FORT, MUMBAI 400 001, INDIA.  
**POST BOX NO.** 10077 **TEL. NO.:** +91 22 22197101 **FAX :** 0091-22- 2207 1612 / 6772  
**Email:** writetous@bbtcl.com **Website:** www.bbtcl.com **CIN:** L99999MH1863PLC000002

**POSTAL BALLOT FORM**

(Please read the instructions carefully before completing this form)

1. **Name of Member (s)** : SERIAL No. \_\_\_\_\_  
(including jointholders, if any)
2. **Registered address of the Sole/ First named Member** :
3. **Registered Folio No./ DP ID No./ Client ID No.** :
4. **No. of shares held** :
5. I/We hereby exercise my/our vote in respect of the special resolution to be passed through postal ballot for the business stated in the Notice of the Postal Ballot dated 18<sup>th</sup> March, 2020 by sending my/our assent or dissent to the said resolution by placing the tick (✓) mark at the appropriate box below :

Sl. No.	Description of the resolution	No. of Shares held	I/We assent to the resolution (FOR)	I/We dissent to the resolution (AGAINST)
1.	Issue of Redeemable Non-Convertible Debentures upto Rs.350 crores, under sections 42, 71 and other applicable provisions, if any, of the Companies Act, 2013.			

Date: \_\_\_\_\_  
Place: \_\_\_\_\_ (Signature of the Member/Authorised Signatory)

**Important Note:** Please complete and return this Form to the Scrutinizer at the address mentioned in the pre-paid self addressed business reply envelope. The last date for receipt of this Postal Ballot Form by the Scrutinizer is 20<sup>th</sup> April, 2020.

**ELECTRONIC VOTING PARTICULARS**

The e-voting facility is available at the link <https://evoting.karvy.com/>. The electronic particulars are set out as follows:

EVEN	USER ID	PASSWORD/PIN
5257		

**Note:** Please read the instructions printed on the Notice before exercising your vote.

**The e-voting facility will be available during the following voting period:**

Commencement of e-voting	Sunday, 22 <sup>nd</sup> March, 2020 ; 9:00 am
End of e-voting	Monday, 20 <sup>th</sup> April, 2020 ; 5:00 pm

## INSTRUCTIONS

1. Kindly note that the Members can opt any one mode for voting i.e. either by physical ballot or e-voting. If you are opting for e-voting, then do not vote by physical ballot and vice versa. However, in case Member(s) cast their vote both via physical ballot and e-voting, then e-voting shall prevail and voting done by physical means shall be treated as invalid. A member desiring to exercise vote by physical postal ballot may complete this Postal Ballot Form and send it to the Scrutinizer in the attached self-addressed BRE envelope. Postage will be borne and paid by the Corporation. However, envelopes containing postal ballots, if deposited in person or sent by Courier / Registered Post at the expenses of the Registered Shareholder will also be accepted.
2. This Form should be completed and signed by the member. Unsigned postal ballot form will be rejected. In case of joint holding, this Form should be completed and signed (as per specimen signature registered with the Corporation) by the first named member and in his/her absence, by the next named member.
3. In case shares are held by companies, trusts, societies etc., the duly completed Postal Ballot Form should be accompanied by a certified true copy of Board Resolution/Authority giving requisite authority to the person voting on the postal ballot form.
4. The self-addressed envelope bears the address of the Scrutinizer appointed by the Board of Directors of the Corporation.
5. Duly completed Postal Ballot Form should reach the Scrutinizer not later than the close of working hours i.e. 5:00 pm on 20<sup>th</sup> April, 2020. All Postal Ballot Forms received after this date and time will be strictly treated as if the reply from such member has not been received.
6. Postal Ballot Form received by fax will be rejected as if reply from member is not received unless the original Postal Ballot Form is received within the prescribed period.
7. Voting rights shall be reckoned on the paid-up value of the shares registered in the name of the member(s) as on 13<sup>th</sup> March, 2020.
8. Voting Rights in a Postal Ballot cannot be exercised by a Proxy.
9. Incomplete, unsigned or incorrectly filled Forms will be subject to rejection by the Scrutinizer.
10. Members are requested not to send any other paper along with the Postal Ballot Form in the enclosed self-addressed postage pre-paid envelope in as much as all such envelopes will be sent to the Scrutinizer and any extraneous paper found in such envelope would be destroyed by the Scrutinizer.