



SKN INDUSTRIES LIMITED

Registered office: 12, Forest Lane, Ghitorni Village, New Delhi - 110030
E-mail: info@sknindustries.in, **CIN:** L74999DL1992PLC050472

POSTAL BALLOT FORM

Postal Ballot No.:

Name and registered address :
of the Shareholder(s)

Name of the Joint Holder(s) if any :

Registered Folio no. / :
DP ID No. / Client ID No.

Number of Shares held :

I/We hereby exercise my/our vote in respect of the Ordinary Resolution(s)/ Special Resolution(s) to be passed through Postal Ballot for the business stated in the Notice of the Company by sending my/ our assent or dissent to the said Resolution(s) by placing a tick (✓) mark in the appropriate column below:

S. No.	Particulars	No. of Shares	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
1.	Issue of 40,00,000 Equity shares on a preferential basis to the promoter			

Place :

Date :

.....
Signature of the Shareholder

- Note:**
1. Please read carefully the instructions overleaf before exercising your vote.
 2. For e-voting please refer the instructions for Electronic Voting (E-Voting) printed overleaf.
 3. Please note that the last date for receipt of Postal Ballot Forms by the Scrutinizer is 30.09.2019.

ELECTRONIC VOTING PARTICULARS

(1) EVSN (E-Voting Sequence No.)	(2) USER ID.	(3) PAN or Sequence Number	(4) Bank Account No.
190828047			(See Note No.1)

Notes:

- (1) Where Bank Account Number is not registered with the Depositories or Company please enter your User Id. as mentioned in column (2) above
- (2) The e-Voting period starts from 09.00 A.M. on 01.09.2019 and ends at 5.00 P.M. on 30.09.2019, the e-voting module shall be disabled by CDSL for voting thereafter.

INSTRUCTIONS

1. A shareholder can opt only for one mode for voting i.e. either Physical through Postal Ballot Form or e-voting. In case a shareholder opts for e-voting, he cannot exercise his vote through Postal Ballot Form and vice-versa.
2. Voting period commences on and from 01.09.2019 at 09.00A.M. and ends on 30.09.2019 at 05.00 P.M.
3. The results of the Postal Ballot and e-voting will be announced on 01.10.2019 at the Registered Office of the Company and shall also be published in the newspapers.
4. The voting rights for the shares are one vote per equity share, registered in the name of shareholders/ beneficial owners of the Company as on 23.08.2019.
5. The Scrutinizer's decision on the validity of the Postal Ballot and e-voting will be final.

INSTRUCTIONS FOR VOTING BY PHYSICAL POSTAL BALLOT FORM:

1. The members are requested to carefully read the instructions printed in the Postal Ballot form and return the Postal Ballot form duly completed with the assent (for) or dissent (against), in the enclosed postage pre-paid self addressed envelope, so as to reach the scrutinizer, on or before 30.09.2019, to be eligible for being considered, failing which, in will be strictly treated as if no reply has been received from the member.
2. The members are requested to exercise their voting rights by using the attached Postal Ballot Form only. No other form or photocopy is permitted thereof.
3. Envelopes containing postal ballot form if deposited in person or sent by courier at the expense of the registered member will also be accepted.

INSTRUCTIONS FOR ELECTRONIC VOTING (E-VOTING):

- (I) In compliance with the provisions of Section 108 of the Companies Act 2013, read with the Companies (Management and Administration) Rules, 2014 and Regulation 44 of the SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, the Company is pleased to offer e-voting facility for the members to enable them to cast their votes electronically. Members have option to vote either through e-voting or through the Postal Ballot Form.

For this purpose, the Company has signed a Tripartite agreement with the Central Depository Services (India) Limited ("CDSL") for facilitating e-voting. The instructions for members for voting electronically are as under:-

- a. Log on to the e-voting website: www.evotingindia.com during the voting period.
- b. Click on "Shareholders" tab.
- c. Now, select Electronic Voting Sequence No. as mentioned in the Postal Ballot Form along with "**SKN INDUSTRIES LIMITED**" from the drop down menu and click on "SUBMIT".
- d. Now Enter your User ID (as mentioned in the Postal Ballot Form) :
 - i. For CDSL: 16 digits beneficiary ID,
 - ii. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - iii. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- e. Next enter the Image Verification as displayed and Click on Login.
- f. 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.
- g. However, if you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
PAN	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders): Members who have not updated their PAN with the Company/Depository Participant are requested to use the sequence number which is printed on Postal Ballot / Attendance Slip indicated in the PAN field.
Dividend Bank Details or Date of Birth	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. <ul style="list-style-type: none">• If both the details are not recorded with the Company / Depository Participant please enter the DP ID and Client ID / Folio Number in the dividend bank details field as mentioned in instruction (d).

- h. After entering these details appropriately, click on "SUBMIT" tab.
- i. Members holding shares in physical form will then reach directly the Company selection screen. However, members holding shares in demat form will now reach Password Creation' menu wherein they are required to mandatory 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.
- j. For Members holding shares in physical form, the **details in Postal Ballot Form** can be used only for e-voting on the resolutions contained in this Notice.
- k. Click on the relevant EVSN "**SKN INDUSTRIES LIMITED**" for which you choose to vote.
- l. 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.
- m. Click on the "Resolutions File Link" if you wish to view the entire Resolutions.
- n. 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.
- o. Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- p. You can also take out print of the voting done by you by clicking on "Click here to print" option on the Voting page.
- q. If Demat account holder has forgotten the **changed password** then enter the User ID and image verification code, click on Forgot Password & enter the details as prompted by the system.
 - = Institutional shareholders (i.e. other than Individuals, H U F, and NRI etc.) are required to log on to <https://www.evotingindia.co.in> and register themselves as Corporate.
 - = They should submit a scanned copy of the Registration Form bearing the stamp and sign of the entity to helpdesk.evoting@cdslindia.com.
 - = After receiving the login details they have to create a user who 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.
 - = They should upload a scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Authorised Person/ Custodian, if any, in PDF format in the system for the scrutinizer to verify the same.
- (II) The voting period begins on 01.09.2019 at 09.00A.M. and ends on 30.09.2019 at 05.00 P.M. 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 23.08.2019, may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (III) Mr. Ashutosh Kumar, Company Secretary in Practice, has been appointed as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
- (IV) 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.co.in under help section or write an email to helpdesk.evoting@cdslindia.com.