



**KELLTON TECH SOLUTIONS LIMITED**

**CIN: L72200TG1993PLC016819**

**Registered Office: Plot No 1367, Road No- 45 Jubilee Hills, Hyderabad -500033 Telangana  
. Email: [info@kelltontech.com](mailto:info@kelltontech.com), Website: <https://www.kelltontech.com/>**

---

**NOTICE OF POSTAL BALLOT**

**Pursuant to Sec. 110 of Companies Act, 2013, read with Rule 22 of the companies (management and administration) rules, 2014**

**To  
The Members of the Company**

Notice is hereby given, pursuant to Section 110 of the Companies Act, 2013 (the Act) read with Rule 22 of the Companies (Management and Administration) Rules, 2014, (the Rules) (including any statutory modification or re-enactment thereof for the time being in force), and that the Company is seeking the Shareholders' consent to pass the proposed Resolutions as set out below by way of Postal Ballot including Electronic Voting (e-voting). The Explanatory Statement pursuant to Section 102 of the Act relating to the Resolutions is annexed.

The Company has appointed Ms. Suman Bijarnia, Practicing Company Secretary, Hyderabad as Scrutinizer for conducting the Postal Ballot and e-voting process in a fair and transparent manner, who has communicated her willingness to be appointed and will be available for the said purpose.

You are requested to read carefully the instructions printed on the enclosed Postal Ballot Form and return the form duly completed, in the attached self addressed postage pre-paid envelope, so as to reach the Scrutinizer at the address of the Scrutinizer i.e. on or before the close of working hours (05.00 P.M.) on **Sunday, March 18<sup>th</sup>, 2018**. Postal Ballot Forms received after 5:00 p.m. on Sunday, March 18<sup>th</sup>, 2018 will be treated as 'invalid'. Pursuant to Section 108 of the Act read with Rule 20 of the Rules, the Company is also providing e-voting facility for voting electronically on the resolutions proposed in this Postal Ballot Notice. Members desiring to opt for the e-voting facility are requested to read carefully the related notes to this Postal Ballot Notice and instructions given thereunder. You have the option to vote either by Postal Ballot or through e-voting, the detailed procedure for which is set out in the Postal Ballot Notice.

The Scrutinizer will submit his report to the Chairman, after the completion of the scrutiny. The result of the postal ballot and e-voting will be declared by the Chairman on Monday, March 19<sup>th</sup>, 2018 during business hours at the Registered Office of the Company. The result of postal ballot and e-voting will be communicated to stock exchanges and will be displayed on the website of the company <https://www.kelltontech.com/>

The resolutions, if approved, will be passed effectively on the date of declaration of results. Central Depository Services Ltd (CDSL), is engaged by the Company for facilitating Remote e-voting.

## **SPECIAL BUSINESS**

### **1. INCREASE IN AUTHORISED SHARE CAPITAL**

**To consider and pass the following resolution as an Ordinary Resolution:**

**“RESOLVED THAT** pursuant to Section 61,64 and subject to approval of members of the Company and other applicable provisions of the Companies Act, 2013 (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), approval of the members be and is hereby accorded for Increase in the Authorised Share Capital of the Company from Rs. 31,00,00,000/- (Rupees Thirty One Crores only) divided in to 6,20,00,000 (Six Crores Twenty Lakhs only) equity shares of Rs. 5/-(Rupees Five only) each to Rs. 60,00,00,000/- (Rupees Sixty Crores Only) divided in to 12,00,00,000 (Twelve Crore only) equity shares of Rs. 5/- (Rupees Five only) each.”

**“RESOLVED FURTHER THAT** Mr. Krishna Chintam and Mr. Niranjan Chintam Directors be and are hereby authorized severally file the prescribed return, with Registrar of Companies, Telangana and Andhra Pradesh and to do all such acts and deeds and things necessary to give effect to the above resolution.”

### **2. ALTERATION OF MEMORANDUM OF ASSOCIATION**

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

**RESOLVED THAT** pursuant to Section 13 of the Companies Act, 2013, approval of members of the Company be and is hereby accorded for alteration and substitution of the existing Capital Clause V of the Memorandum of Association of the Company with the following.”

#### **Clause V**

-----

The Authorised Share Capital of the Company is Rs. Rs. 60,00,00,000/- (Rupees Sixty Crores Only) divided in to 12,00,00,000 (Twelve Crore only) equity shares of Rs. 5/- each (Rupees Five only). The company will have the right to increase or reduce its capital and to divide the shares in the capital for the time being into several classes and to attach thereto respectively any preferential ,qualified or special rights privileges or conditions as may be determined by or in accordance with the regulations of the company for the time being to vary modify or abrogate any such rights, privileges or conditions in such manner as for the time being be provided by the Companies Act , 2013 or provided by the company for the time being.

**“RESOLVED FURTHER THAT** Mr. Krishna Chintam and Mr. Niranjan Chintam, Directors be and are hereby authorized severally to do all such acts and deeds and things necessary to give effect to the above resolution.”

### 3. ISSUE OF BONUS SHARES

**To consider and pass the following resolution as a Special Resolution:**

**RESOLVED THAT** pursuant to section 63 of the Companies Act, 2013 and Rule 14 of Companies (Share Capital and Debenture) Rules, 2014, the applicable provisions of Memorandum and Articles of Association of the Company and pursuant to all the applicable provisions of the Companies Act, 2013, Securities & Exchange Board of India (Issue of Capital And Disclosure Requirements) Regulations, 2009, (“the SEBI Regulations”), SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”) (including any statutory modification(s) or re-enactment(s) thereof, for the time being in force), subject to all applicable laws and in accordance with all relevant and in accordance with the Rules/Regulations/Guidelines, if any, prescribed by SEBI or Reserve Bank of India (RBI) under the Foreign Exchange Management Act, 1999 (FEMA) (including any statutory modification(s) or re-enactments thereof, for the time being in force) and the listing agreements entered into by the Company with the Stock Exchanges where the Company’s shares are listed and subject to any necessary approval(s), consents, permissions and sanctions, if any, as may be required from appropriate authorities in this regard and subject to such terms and conditions as may be specified/imposed by such concerned authorities while according such approvals and subject to acceptance of such conditions or modifications by the Board of Directors, consent of the members be and is hereby accorded to the Board of Directors of the Company (‘the Board’, which term shall include any Committee authorised by the Board to exercise its powers including powers conferred on the Board by this resolution), the consent of the members of the Company be and is hereby accorded to capitalize a sum not exceeding ` Rs.30,00,00,000/- (Rupees Thirty Crore only) out of the sum standing to the credit of company’s Securities Premium Account or such other accounts as are permissible to be capitalized and utilized for the purpose, as per the audited accounts of the Company for the financial year ended March 31, 2017 and that the said amount be transferred to the Share Capital Account and be applied for the purpose of issuance of Bonus Share of Rs.5/-(Rupees Five only), credited as fully paid-up to the holders of Equity shares of the Company, whose names will appear in the Register of Members on the “Record Date” as the Board may determine, in proportion of One new fully paid equity share of ` 5 (Rupee Five) each for every one equity share of ` 5 (Rupee Five) each (Ratio 1:1) held as on the Record date and that the new bonus shares so issued and allotted shall be treated for all purposes as an increase of the nominal amount of the equity capital of the Company held by each such member and not as income or in lieu of dividend.”

**RESOLVED FURTHER THAT** the new equity shares shall be allotted subject to the Memorandum and Articles of Association of the Company and shall in all respects rank pari passu with the existing subdivided fully paid-up equity shares of the Company, with a right, to participate in dividend in full that may be declared after the date of allotment of these equity shares as the Board may be determine.

**RESOLVED FURTHER THAT** consequent to the issue of bonus equity shares, the Board or Nomination and Remuneration Cum Compensation Committee of the Board be and is hereby authorised to make appropriate adjustment with respect to exercise price and number of shares to be issued against stock options and number of stock options vested / to be vested on the employees of the Company / its subsidiary companies under the existing Employees’ Stock Option Scheme of the Company;

**RESOLVED FURTHER THAT** no letter of allotment shall be issued in respect of the said bonus shares but in the case of members who opt to receive the bonus shares in dematerialized form, the bonus shares aforesaid shall be credited to the beneficiary accounts of the shareholders with their respective Depository Participants within the stipulated time as may be allowed by the appropriate authorities and in the case of shareholders who opt to receive the bonus shares in physical form, the share certificates in respect thereof shall be delivered within such time as may be allowed by the appropriate authorities.

**RESOLVED FURTHER THAT** Board be and is hereby authorized to take necessary steps for listing of the bonus shares so allotted on the Stock Exchanges where the securities of the Company are listed as per the provisions of the Listing Agreements with the Stock Exchanges concerned, the Regulations and other applicable laws.

**RESOLVED FURTHER THAT** for the purpose of giving effect to this resolution and for removal of any doubts or difficulties, Mr. Krishna Chintam and Mr. Niranjan Chintam Directors and is hereby authorised to take necessary steps for listing of such bonus equity shares on the Stock Exchanges where the securities of the Company are presently listed as per the provisions of the Listing Regulations and other applicable regulations, rules and guidelines and to do, perform and execute all such acts, deeds, matters and things and to give from time to time such directions as may be necessary, expedient, usual or proper and to settle any question or doubts that may arise in this regard at any stage including at the time of listing of the bonus shares.

**Place: Hyderabad**  
**Date: 14.02.2018**

**By Order of Board Of Directors**  
**SD/-**  
**Pawni Bhawe**  
**Compliance Officer & Company Secretary**  
**ACS: 48587**

Registered Office:

**Plot No 1367,**  
**Road No- 45, Jubilee Hills,**  
**Hyderabad-500033, Telangana, India**

## NOTES:

1. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013, setting out material facts relating to the Special Business to be transacted as per Postal ballot Notice is annexed hereto and forms part of this notice.
2. A copy of this notice has been placed on the website of the Company [www.kelltontech.com](http://www.kelltontech.com) and shall remain on the website until the last date for receipt of the postal ballots from the shareholders.
3. The postal ballot form and the self addressed business reply book post are enclosed for use of members.
4. The notice is being sent to all the members, whose names appear on the Register of Members / List of Beneficial Owners as received from National Securities Depository Limited (NSDL) / Central Depository Services (India) Limited (CDSL) on Friday 02<sup>nd</sup>, February, 2018.
5. Shareholders who have registered their e-mail IDs with their Depository Participants are being sent Notice of Postal Ballot by e-mail and Shareholders who have not registered their e-mail id will receive Notice of Postal Ballot along with Postal Ballot Form.
6. Kindly note that the Shareholders can opt only one mode of voting, i.e., either by Physical Ballot or e-voting. If members are opting for e-voting, then do not vote by Physical Ballot also and vice versa. However, in case Shareholders cast their vote by Physical Ballot and e-voting, then voting done through valid Physical Ballot shall prevail and voting done by e-voting will be treated as invalid.
7. The Company has appointed Ms. Suman Bijarnia (Membership No. A52056) Practicing Company Secretaries, Hyderabad as Scrutinizer for conducting the Postal Ballot and e-voting process in a fair and transparent manner. The scrutinizer will submit his report after completion of the scrutiny and the results of the postal ballot will be displayed at the Registered Office of the Company. The results of the postal ballot will also be posted on the Company's website [www.kelltontech.com](http://www.kelltontech.com) besides communicating to the stock exchanges on which the shares of the Company are listed.
8. Shareholders are requested to read carefully the instructions printed on the postal ballot form, return the form duly completed in the attached self-addressed pre-paid postage book post, so as to ensure that votes reach the Scrutinizer on or before 5.00 P.M. on the March 18<sup>th</sup>, 2018 ("**Last Date**"). The postage cost will be borne by the Company. However, envelopes containing Postal Ballots, if sent by courier or registered / speed post at the expense of the Shareholders will also be accepted.
9. Shareholders who have received Postal Ballot Notice by e-mail and who wish to vote through Physical Postal Ballot Form can download Postal Ballot Form sent along with the email or download from the link <https://evotingindia.com> or from the website of the

Company [www.kellontech.com](http://www.kellontech.com) seek duplicate Postal Ballot Form from XL Softech Limited, Registrar and Share Transfer Agents of the Company, fill in the details and send the same to the Scrutinizer.

10. The Scrutinizer will submit his report to the Chairman as soon as possible after the last date of receipt of all postal ballots but not later than 7 days thereof. Upon completion of the scrutiny of the postal ballot votes, the result of the postal ballot will be announced by the Chairman. The Ordinary and Special Resolutions, if approved, will be taken as passed effectively on the date of declaration of result.
11. The documents referred to in this notice and explanatory statement are open for inspection by the shareholders at the registered office of the Company on all working days of the Company (except Saturdays, Sundays and any Public Holidays) between 11 A.M. and 5.00 P.M. up to 18.03.2018.
12. The Scrutinizer's decision on the validity of the postal ballot shall be final and binding.
13. Please note that any postal ballot form(s) received after the Last Date (i.e. 18.03.2018) will be treated as not having been received.
14. In compliance with SEBI (LODR) Regulations and Sections 108, 110 and other applicable provisions of the Companies Act, 2013, if any, the Company is pleased to offer the option of e-voting facility to all the Shareholders of the Company ("E-Voting").
15. As required by Rule 22 of the Companies (Management and Administration) Rules, 2014, details of dispatch of Notice and Postal Ballot Form to the Shareholders will be published in at least one English language and one vernacular language newspaper circulating in Hyderabad, Telangana.

The instructions for the members for e-voting are as under:

- i. The voting period begins at 9 A.M. on 17.02.2018 and ends at 5.00P.M. on 18.03.2018. During this period, shareholders of the Company holding shares either in physical form or in dematerialized form, as on the cut-off date, i.e. 02.02.2018 (End of Day) may cast their votes electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- ii. The shareholders should log on to the e-voting website [www.evotingindia.com](http://www.evotingindia.com) during the voting period.
- iii. Click on the "Shareholders" tab.
- iv. Now select the "KELLTON TECH SOLUTIONS LIMITED" from the drop down menu and click on "SUBMIT".
- v. 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.
- vi. Next enter the Image Verification as displayed and Click on Login
  - vii. If you are holding shares in demat form and had logged on to [www.evotingindia.com](http://www.evotingindia.com) and voted on an earlier voting of any company, then your existing password is to be used.
  - viii. If you are a first time user follow the steps given below:

|                       | For Members holding shares in Demat Form and Physical Form  |
|-----------------------|---|
| PAN                   | <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"> <li>• 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.</li> <li>• 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.</li> </ul> |
| DOB                   | Enter the Date of Birth as recorded in your demat account or in the company records for the said demat account or folio in dd/mm/yyyy format.   |
| Dividend Bank Details | <p>Enter the Dividend Bank Details as recorded in your demat account or in the company records for the said demat account or folio.</p> <ul style="list-style-type: none"> <li>• Please enter the DOB or Dividend Bank Details in order to login. If 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 (v).</li> </ul>   |

- ix. After entering these details appropriately, click on "SUBMIT" tab.
- x. 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.
- xi. For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this notice.
- xii. Click on EVSN of KELLTON TECH SOLUTIONS LIMITED

- xiii. 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.
- xiv. Click on the “RESOLUTIONS FILE LINK” if you wish to view the entire Resolution details.
- xv. 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.
- xvi. Once you “CONFIRM” your vote on the resolution, you will not be allowed to modify your vote.
- xvii. You can also take out print of the voting done by you by clicking on “Click here to print” option on the Voting page.
- xviii. If Demat account holder has forgotten the same password then enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- xix. Note for Institutional Shareholders
  - a. Institutional shareholders (i.e. other than Individuals, HUF, NRI, etc.) are required to log on to <https://www.evoting.co.in> and register themselves as Corporates.
  - b. A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com)
  - c. After receiving the login details they have to create 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.
  - d. The list of accounts should be mailed to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) and on approval of the accounts they would be able to cast their vote.
  - e. 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, you may refer the Frequently Asked Questions (“FAQ’s”) and e-voting manual available at [www.evotingindia.co.in](http://www.evotingindia.co.in) under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).



**ANNEXURE TO AND FORMING PART OF THE NOTICE CONVENING THE EXTRAORDINARY  
GENERAL MEETING OF THE COMPANY.**

Explanatory Statement pursuant to Section 102 of the Companies Act, 2013

**AGENDA ITEM No. 1 AND 2:**

With the proposed Bonus Issue of shares, the Board of Directors were of the opinion to increase the Authorised Capital of the Company from from Rs. 31,00,00,000/- (Rupees Thirty One Crores only) divided in to 6,20,00,000 (Six Crores Twenty Lakhs only) equity shares of Rs. 5/-(Rupees Five only) each to 60,00,00,000/- (Rupees Sixty Crores Only) divided in to 12,00,00,000 (Twelve Crore only) equity shares of Rs. 5/-(Rupees Five only) each ”

Altered Memorandum of Association is available for inspection at the registered office of the Company during Business hours.

Resolutions are passed pursuant to Sections 61, 64 & 13 for the purpose of increasing the Authorized Share Capital for which shareholders approval is required.

Your Directors, therefore, recommend the resolution for your approval.

The Board of Directors has recommended the proposal for approval of shareholders.

None of the Directors, Key Managerial Person, and relatives of such persons is interested or concerned in the resolutions except to the extent of shares held by them in the Company.

The Board commends the Resolutions set out at Item Nos. 1 and 2 of this Postal Ballot Notice for approval by the members.

**AGENDA ITEM NO.3**

The Board of Directors at its meeting held on 06<sup>th</sup> day of February,2018, subject to consent of the members of the Company, approved and recommended issue of bonus equity shares of 5/- (Rupees Five only) each credited as fully paid-up to eligible members of the Company as on “Record date” to be determined by the Board of Directors hereafter for the said purpose, in the proportion of 1 (one) new fully paid-up equity share of 5/- (Rupees Five only) each for every 1 (one) existing fully paid-up equity share of Five/- (Rupees Five only) each by capitalising a sum not exceeding ₹ 30,00,00,000/- (Rupees Thirty Crore only) out of capital redemption reserve / securities premium account and/or any other permitted reserves / surplus of the Company, as may be considered appropriate.

Article 155 of the Articles of Association of the Company permits capitalisation of any part of the amount for the time being standing to the credit of any of the Company’s reserve accounts (including securities premium account and capital redemption reserve account), or to the credit of the profit and loss account, or otherwise available for distribution by applying the same towards payment of unissued shares to be issued to the members as fully paid bonus shares.

The Company has granted Stock Option to the employees under an Employees Stock Option Scheme. Consequent to the issue of bonus equity shares, appropriate adjustments with respect to exercise price and number of shares to be issued against stock options and number of stock options vested / to be vested on the employees of the Company / its subsidiaries under the existing Employees' Stock Option Scheme of the Company would be made so that the total value of stock options remains the same after the issue of bonus equity shares.

None of the Directors / Key Managerial Personnel of the Company / their relatives are, in any way, concerned or interested, financially or otherwise, in the resolutions set out at Item Nos. 3 of this Postal Ballot Notice except to the extent of their shareholding in the Company and outstanding stock options vested, if any, under the Employees Stock Option Scheme of the Company.

The Board commends the Resolutions set out at Item Nos. 3 of this Postal Ballot Notice for approval by the members.

**Place: Hyderabad**  
**Date: 14.02.2018**

**By Order of Board of Directors**  
**SD/-**  
**Pawni Bhawe**  
**Compliance Officer & Company Secretary**  
**ACS: 48587**



**KELLTON TECH SOLUTIONS LIMITED**

**CIN: L72200TG1993PLC016819**

**Registered Office: Plot No 1367, Road No- 45 Jubilee Hills, Hyderabad -500033 Telangana . Email: info@kelltontech.com, Website: <https://www.kelltontech.com/>**

---

**POSTAL BALLOT FORM**

|    |   |  |
|----|---|--|
| 1. | Name(s)of shareholder(s)( including Joint holders, if any) (in Block Letters)                                     |  |
| 2. | Registered address of the sole/first named shareholder  |  |
| 3. | Registered folio No/DO ID No./Client ID No.*<br>(* Applicable to investors holding Shares in dematerialized form) |  |
| 4. | Number of shares held   |  |

I / We hereby exercise my / our vote in respect of the Resolution 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 by placing the tick (√) mark at the appropriate boxes below.

| Description   | No. of Shares held | I / We assent to the resolution | I / We dissent to the resolution |
|---|--------------------|---------------------------------|----------------------------------|
| <b>1. Increase in Authorised Share Capital of the Company</b> |                    |                                 |                                  |
| <b>2. Alteration of Memorandum of Association</b>             |                    |                                 |                                  |
| <b>3. Issue of Bonus Shares</b>                               |                    |                                 |                                  |

Place:

Date:

**(Signature of the Member/Beneficial Owner)**

**Note :** Please read the instructions printed below carefully before exercising your vote. Last date for receipt of Postal Ballot Form duly filled in and signed is 18.03.2018

## **INSTRUCTIONS:**

1. Pursuant to the provisions of Section 110 of the Companies Act, 2013, read with Rule 22 of the Companies (Management and Administration Rules, 2014), assent or dissent of the Shareholders in respect of the Resolutions contained in the postal ballot notice is being sought through the postal ballot process.
2. A shareholder entitled to vote and desiring to exercise his/her vote by postal ballot may complete this postal ballot form (no other form or photocopy thereof is permitted) and send it to the Scrutinizer in the attached self-addressed book post. Postage will be borne and paid by the Company. However envelopes containing postal ballot forms, if sent through courier at the expense of the shareholder, will also be accepted. It is however clarified that Shareholders desiring to exercise their vote from outside India will have to arrange for postage form the country where the postal ballot form is dispatched to the Scrutinizer.
3. The attached self-addressed book post bears the name and address of the Scrutinizer appointed by the Board of Directors of the Company.
4. The postal ballot form must 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. Please note that postal ballot shall not be signed by proxy.
5. The consent must be accorded by recording the assent in the column '**FOR**' and dissent in the column '**AGAINST**' by placing tick mark (☑) in the appropriate column.
6. Incomplete, unsigned or incorrectly filed postal ballot forms will be rejected. The Scrutinizer's decision on the validity of the postal ballot will be final and binding.
7. Duly completed postal ballot form should reach the Scrutinizer on or before 5:00 p.m. on **18.03.2018**. Postal ballot forms received after this date will be strictly treated as if reply from the shareholder has not been received.
8. In case of shares held by companies, trusts, societies etc. the duly completed postal ballot form should be accompanied by a certified copy of the board resolution/authority. If the postal ballot form is signed by 'Power of Attorney' holder for and on behalf of the Shareholder, it must be accompanied by an attested true copy of such 'Power of Attorney'.
9. Voting Rights shall be reckoned on the paid up value of the equity shares registered in the name of the shareholders as on 02.02.2018
10. Shareholders are requested not to send any paper along with postal ballot form in the enclosed self-addressed book post as the book post will be sent to the Scrutinizer and any extraneous paper found in the envelope would not be acted upon and destroyed by the Scrutinizer.
11. There will be one postal ballot form for every 'Registered Folio', irrespective of the number of joint holders.
12. A shareholder/beneficiary 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 date and time specified in Point No. 7.
13. Shareholders are requested to fill the postal ballot form with indelible ink and not by any erasable writing mode.
14. The Chairman and in his absence any person authorized by the Board of Directors will announce the result of the postal ballot at the registered office of the Company at **Plot No 1367, Road No- 45 Jubilee Hills, Hyderabad -500033 Telangana**.The date of declaration of the results of postal ballot will be taken to be the date of passing of the resolution.
15. The results of the postal ballot along with the Scrutinizer's report will be placed on the website of the Company at **<https://www.kelltontech.com/>**