

**SUN SOURCE (INDIA) LIMITED**

**सन सोर्स (इन्डिया) लिमिटेड**

Corp.Office : "Sankalp", Ground Floor ,Next to Bankers Heart Institute, Old Padra Road, Vadodara - 390 020, Gujarat, (India).

Email : info@sunsource.in, Website : www.sunsource.in

Date : September 02, 2017

To,

**BSE Limited**

**Bombay Stock Exchange**

P.J. Towers, Dalal Street,

Mumbai – 400001

**Notice of 25<sup>th</sup> Annual General Meeting And Book Closure**

Dear Sir/Ma'am,

The 25<sup>th</sup> Annual General Meeting of the Members of Sun Source (India) Limited will be held on Friday, 29<sup>th</sup> September, 2017 at 09:00 A.M. at the registered office of the Company situated at One Sonal Industrial Estate (Khoda), Sanand Viramgam Highway, Ahmedabad – 382170.

Further pursuant to Section 91 of the Companies Act, 2013 ("Act") and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), the Register of Members and Share Transfer Books of the Company will remain closed from Friday 22<sup>nd</sup> September 2017 to Friday 29<sup>th</sup> September 2017 (both the days inclusive) for the

reasons above.

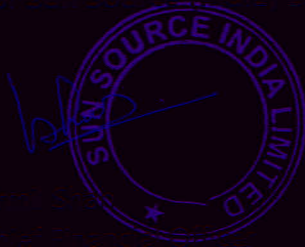
A copy of Notice of AGM is enclosed herewith.

Please take the above on record.

For Sun Source (India) Ltd.

Yours Sincerely,

Chief Executive Officer



**CIN NO.:-L40100GJ1992PLC017458**

Regd. Office & Factory : One Sonal Industrial Estate (Khoda), Sanand Viramgam Highway,  
Ahmedabad - 382170, Gujarat, India.

## NOTICE

Notice is hereby given that the **25th** Annual General Meeting (AGM) of the Members of **SUN SOURCE (INDIA) LIMITED**, (CIN: L40100GJ1992PLC017458) is scheduled to be held on Friday, the 29th September, 2017 at 9.00 a.m. at its Registered Office Situated at One Sonal Industrial Estate (Khoda), Sanand Viramgam Highway, Ahmedabad – 382170 to transact the following business:

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### **ORDINARY BUSINESS:**

1. **To adopt Financial Statements:**

To receive, consider and adopt the Audited Financial Statements for the financial year ended 31<sup>st</sup> March, 2017 together with the Reports of the Board of Directors and the Auditors thereon.

2. **To appoint Director in place of Director Retiring by Rotation:**

To appoint a Director in place of Mr. Ashok Kumar K. Gajjar (DIN: 02137748), who retires by rotation and, being eligible, offers himself for re-appointment.

3. **To ratify the appointment of statutory auditor of the Company**

To ratify the appointment of M/s. Joshi Jain & Co., Chartered Accountants, Vadodara (Firm Registration No. 128820W) as the Statutory Auditor of the Company and fix their remuneration and for that purpose to pass with or without modification (s) the following resolution, as an **Ordinary Resolution:**

**“RESOLVED THAT** pursuant to the provisions of Section 139 and other applicable provisions of the Companies Act, 2013, if any, and the rules made there under and further pursuant to the resolution passed at the Annual General Meeting held on 30th September, 2015, the appointment of M/s. Joshi Jain & Co., Chartered Accountants, Vadodara (Firm Registration No. 128820W), as the Statutory Auditor of the Company to hold till the conclusion of the 27<sup>th</sup> Annual General Meeting of the Company to be held for the financial year ended 31<sup>st</sup> March, 2019 be and is hereby ratified for year 2017-18.

**RESOLVED FURTHER THAT** the Audit Committee and Board of Directors be and is hereby authorized to fix the remuneration payable to them and to do all such acts, deeds and things as may be incidental and ancillary to give effect to this resolution.”

### **SPECIAL BUSINESS:**

4. To approve the reappointment of Ms. Priti Gajjar, holding (DIN:02165833) as Whole-Time Director (WTD) of the Company for a period of Three years with effect from 21<sup>st</sup> March, 2017 to 20<sup>th</sup> March, 2020 by passing the following resolution as a Special Resolution:

**“RESOLVED THAT** pursuant to provisions Section 196, 197, 203 and read with Schedule V and all other applicable provisions along with rules made there under, if any, of the Companies Act, 2013 (including any statutory modification or reenactment thereof for the time being in force) and any applicable regulation of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Ms. Priti Gajjar, (DIN:02165833), Whole Time Director of the Company be and is hereby reappointed as Whole-Time Director (WTD) of the Company for a period of Three years with effect from 21<sup>st</sup> March, 2017 to 20<sup>th</sup> March, 2020.

**RESOLVED FURTHER THAT** No remuneration is paid/will be paid to Ms. Priti Gajjar for acting as Whole-Time Director of the Company.

**RESOLVED FURTHER THAT** the Board of Directors of the Company be and/or Company Secretary is hereby authorized to take such steps as may be necessary for obtaining approvals, statutory or otherwise, in relation to the above and to settle all matters arising out of and incidental thereto and sign and execute all applications, documents, writings and filling of requisites forms that may be required on behalf of the Company, and generally to do all acts, deeds and things that may be necessary, proper, expedient or incidental for the purpose of giving effect this resolution.”

**NOTES:**

1. **A MEMBER ENTITLED TO ATTEND AND VOTE AT THE MEETING IS ENTITLED TO APPOINT A PROXY OR PROXIES TO ATTEND AND VOTE ON A POLL ONLY, INSTEAD OF HIMSELF AND A PROXY SO APPOINTED NEED NOT BE A MEMBER OF THE COMPANY. THE PROXY FORM IN ORDER TO BE EFFECTIVE, MUST BE DEPOSITED AT THE REGISTERED OFFICE OF THE COMPANY NOT LESS THAN 48 HOURS BEFORE COMMENCEMENT OF THE MEETING.**
2. **A PERSON CAN ACT AS PROXY ON BEHALF OF MEMBERS NOT EXCEEDING FIFTY (50) AND HOLDING IN THE AGGREGATE NOT MORE THAN 10% OF THE TOTAL SHARE CAPITAL OF THE COMPANY. IN CASE A PROXY IS PROPOSED TO BE APPOINTED BY A MEMBER HOLDING MORE THAN 10% OF THE TOTAL SHARE CAPITAL OF THE COMPANY CARRYING VOTING RIGHTS, THEN SUCH PROXY SHALL NOT ACT AS A PROXY FOR ANY OTHER PERSON OR SHAREHOLDER.**
3. **CORPORATE MEMBERS INTENDING TO SEND THEIR AUTHORIZED REPRESENTATIVE TO ATTEND AND VOTE AT THE MEETING ARE REQUESTED TO ENSURE THAT THE AUTHORIZED REPRESENTATIVE CARRIES A DULY CERTIFIED TRUE COPY OF THE BOARD RESOLUTION, POWER OF ATTORNEY OR SUCH OTHER VALID AUTHORIZATIONS UNDER SECTION 113 OF THE {INDIAN} COMPANIES ACT, 2013, AUTHORIZING THEM TO ATTEND AND VOTE AT THE MEETING. IN TERMS OF THE PROVISIONS OF THE COMPANIES ACT, 2013, THE REPRESENTATIVES OF CORPORATE MEMBERS WITHOUT PROPER AUTHORIZATION, SUCH AS BOARD RESOLUTION OR POWER OF ATTORNEY OR SUCH OTHER VALID AUTHORIZATION, MAY NOT BE ABLE TO ATTEND THE MEETING.**
4. Members/proxies should bring duly attendance slip sent herewith to attend the meeting.
5. The Register of Members and Share Transfer Books of the Company will remain closed from 22nd September, 2017 to 28th September, 2017 (both days inclusive)
6. Members holding shares in physical form are requested to notify the change, if any, in their address and blank mandate details to the Registrar and Share Transfer Agent:

**M/s. Purva Sharegistry (India) Pvt. Ltd.**

9, Shivshakti Industrial Estate,  
Sitaram Mills Compound,  
J. R. Boricha Marg,  
Opp. Kasturba Hospital,  
Lower Parel (East)  
Mumbai – 400013.

7. Members are requested to bring their copy of the Annual Report to the Annual General Meeting **(AGM)**.
8. In case of joint holders attending the Meeting, only such joint holder who is higher in the order of names will be entitled to vote at the meeting.
9. Members seeking any information on the Accounts are requested to write to the Company, which should reach the Company at least one week before the date of the Annual General Meeting so as to enable the Management to keep the information ready. Replies will be provided only at the Annual General Meeting.
10. Members are requested to immediately intimate changes, if any, in their registered addresses along with pin code number to the Company. Members holding shares in dematerialized mode are requested to intimate the same to their respective Depository Participants.
11. Members holding shares in physical form are requested to consider converting their holding to dematerialized form to eliminate risks associated with physical shares.
12. The Notice of the AGM along with the Annual Report 2016-17 physical copies is being sent by through permitted mode.
13. All documents referred to in the accompanying Notice and explanatory statement shall be open for inspection at the Registered Office of the Company during (3.00 pm to 5.00 pm) on all working days except Saturday, up to and including the date of the Annual General Meeting of the Company.
14. The Register of Directors and Key Managerial Personnel and their shareholding, maintained under Section 170 of the Companies Act, 2013 will be available for inspection by the members at the Annual General Meeting.
15. The Register of Contracts or Arrangements in which Directors are interested, maintained under Section 189 of the Companies Act, 2013 will be available for inspection by the members at the Annual General Meeting.

**16. Voting through electronic means:**

In compliance with the provisions of Section 108 of the Act and the rules made there under, the Members are provided with the facility to cast their vote electronically, through the e-Voting Services provided by Central Depository Services (India) Limited (CDSL) on all resolutions set forth in this Notice.

**The instructions for shareholders voting electronically are as under:**

- (i) The voting period begins on Tuesday, 26<sup>th</sup> September, 2017 at 10:00 a.m. and ends on Thursday, 28<sup>th</sup> September, 2017 at 5:00 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 of Friday, 22<sup>nd</sup> September, 2017 may cast their vote 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).
- (iii) Click on Shareholders
- (iv) **Now Enter your User ID:**
- For CDSL: 16 digits beneficiary ID,
  - For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
  - Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) 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.
- (vii) If you are a first time user follow the steps given below:

	<b>For Members holding shares in Demat Form and Physical Form</b>
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 sequence number which is printed on Postal Ballot / Attendance Slip indicated in the PAN field</li> </ul>
Dividend Bank Details <b>OR</b> Date of Birth (DOB)	<p>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.</p> <ul style="list-style-type: none"> <li>If both 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 (iv).</li> </ul>

- (viii) After entering these details appropriately, click on "**SUBMIT**" tab.
- (ix) 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.

- (x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xi) Click on the **EVSN** for the relevant **<Company Name>** on which you choose to vote.
- (xii) 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.
- (xiii) Click on the "**RESOLUTIONS FILE LINK**" if you wish to view the entire Resolution details.
- (xiv) 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.
- (xv) Once you "**CONFIRM**" your vote on the resolution, you will not be allowed to modify your vote.
- (xvi) You can also take a print of the votes cast by clicking on "**Click here to print**" option on the Voting page.
- (xvii) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xviii) **Note for Non – Individual Shareholders and Custodians**
  - Non-Individual shareholders (i.e. other than Individuals, HUF,NRI etc.) and Custodian are required to log on to [www.evotingindia.com](http://www.evotingindia.com) and register themselves as Corporates.
  - 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).
  - After receiving the login details 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.
  - The list of accounts linked in the login 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.
  - 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.

- (xix) 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.com](http://www.evotingindia.com), under help section or write an email to [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com).

### **Other Instructions**

- A) The voting rights of Members shall be in proportion to their share of the paid up share capital of the Company as on 22nd September, 2017.
- B) Mr. Shalin Patel, Practicing Company Secretaries been appointed as the Scrutinizer to scrutinize the e-voting process in a fair and transparent manner (including voting by poll and the Ballot form received from the Members who do not have access to the e-voting process) in a fair transparent manner.
- C) Any person, who acquires the shares of the Company and become member of the Company after dispatch of notice and holding shares as on the Cut-off date i.e. 22nd September, 2017 may obtain the login ID and password by sending the request at the email id [helpdesk.evoting@cdslindia.com](mailto:helpdesk.evoting@cdslindia.com) or to the Scrutinizer Mr. Shalin Patel, Practicing Company Secretaries at 218-219-220, Saffron Complex, Fatehgunj, Vadodara-390 002, Gujarat.
- D) The Scrutinizer shall, within a period not exceeding three working days from the conclusion of the e-voting period shall make a report of the votes cast in favour or against, if any, forthwith to the Chairman of the Company.
- E) Members who do not have access to remote e-voting facility may send duly completed Ballot Form (enclosed with the Notice) so as to reach the Scrutinizer appointed by the Board of Directors of the Company, at 218-219-220, Saffron Complex, Fatehgunj, Vadodara-390 002, Gujarat not later than 28<sup>th</sup> September, 2017 (5.00 p.m.) Ballot Forms deposited in person or sent by post or courier at the expenses of the Member will also be accepted. Ballot form received after this date will be treated as invalid.
- F) The facility for voting through ballot paper shall be made available at the AGM and the members attending the AGM who have not cast their votes by remote e-voting shall be able to exercise their right at the meeting through ballot paper.
- G) A Member can opt for only one mode of voting i.e. either through e-voting or by ballot. If a Member casts votes by both modes, then voting done through e-voting shall prevail and ballot shall be treated as invalid.
- H) The members who have cast their vote by remote e-voting prior to the AGM may also attend the AGM but shall not be eligible to cast their vote again.
- I) The Scrutinizer shall after the conclusion of voting at the Annual General Meeting will first count the votes cast at the meeting and thereafter unblock the votes cast through remote e-voting in the presence of at least two witness not in the employment of the Company and shall make, not later than 2 days of the conclusion of AGM, a consolidated Scrutinizer's Report of the total votes cast in favor and against, if any, to the Chairman or a person authorized by him in writing , who shall countersign the same and declare the result of the voting forthwith.

- J) The Results declared along with Scrutinizer's Report (s) will be available on the website of the Company ([www.sunsource.in](http://www.sunsource.in)) within two days of passing of resolutions and communication of the same to the BSE Limited.

**Registered Office:**

One Sonal Industrial Estate (Khoda),  
Sanand Viramgam Highway,  
Ahmedabad – 382170.

By order of the Board of Directors

**SUN SOURCE (INDIA) LIMITED**

**SD/-**

Ashok Gajjar

Chairman & Director

DIN: 02137748

**Add: 47 Sampatrao Colony Alkapuri  
Vadodara-390005 Gujarat, India**

**Date: 24/08/2017**

**Place: Vadodara**



## **EXPLANATORY STATEMENT UNDER SECTION 102 OF THE COMPANIES ACT, 2013**

### **ITEM NO. 4**

Ms. Priti Gajjar was appointed as Director by the Board of Directors of the Company dated 10<sup>th</sup> June, 2000 and appointed as Whole-Time Director by the shareholders of the Company in the last AGM which was held on September 30, 2016. The Members are further informed that taking in to consideration her association and participation in day to day affairs and management of the Company since the year 2000, the Board of Directors of the Company also feels that to reappoint her as Whole-Time Director of the Company for a further period of Three Years with the approval of shareholders of the Company in ensuing Annual General Meeting of the Company to be held on 29<sup>th</sup> September, 2017 which will expire on 20<sup>th</sup> March, 2020 . Since the Company is presently running into losses, the Company is not in position to pay any remuneration or perquisites to Ms. Priti Gajjar and the same has been agreed by her on mutual terms with the Company. However, if in future, the Company performs better in its business and is able to earn profits, then the Company shall consider the remuneration to be paid to Ms. Priti Gajjar which will be within the limits of the applicable provisions of the Companies Act and any other applicable law.

The proposed re-appointment requires approval of members by passing Special Resolution. Hence, the members are requested to pass the Special Resolution accordingly.

None of the Directors, Key Managerial Personnel of the Company or their relatives are deemed to be interested or concerned in the resolution except Mr. Ashok Gajjar.

The Board recommends the Special Resolution set out at Item No. 4 of the accompanying Notice in the interest of the Company.

#### **Registered Office:**

One Sonal Industrial Estate (Khoda),  
Sanand Viramgam Highway,  
Ahmedabad – 382170.

By order of the Board of Directors  
**SUN SOURCE (INDIA) LIMITED**

**SD/-**

Ashok Gajjar  
Chairman & Director  
DIN: 02137748

**Add: 47 Sampatrao Colony Alkapuri  
Vadodara-390005 Gujarat, India**

**Date: 24/08/2017**

**Place: Vadodara**

**Details of Directors seeking appointment/reappointment in the forthcoming Annual General Meeting (pursuant to SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Applicable Provisions Secretarial Standard - 2):**

<b>Name of Director</b>	<b>Mr. Ashok Kumar Gajjar</b>	<b>Ms. Priti Gajjar</b>
<b>Date of Appointment</b>	13/04/1992	21/03/2017 as WTD
<b>Age</b>	77 Years	42 Years
<b>Experience in functional area</b>	52 Years	17 Years
<b>Date of Birth</b>	13/03/1940	28/02/1975
<b>Expertise in specific functional area</b>	Management of operations	Management of operations
<b>Qualification</b>	Bachelor of Engineering	Commerce Graduate
<b>Directorship held in other companies</b>	NIL	NIL
<b>Membership/ Chairmanship of Committees of other public companies (includes only Audit Committees and Stakeholder Relationship Committee)</b>	Audit Committee	NIL
<b>No. of Shares held in the company</b>	1000	NIL
<b>First Appointment by the Board</b>	13/04/1992	10/06/2000
<b>Relationship with other Director, Manager &amp; KMP</b>	Father of Ms. Priti Gajjar	Daughter of Mr. Ashok Gajjar

Board Meeting attended (F.Y. 2016-17)	5	5
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**ROUTE MAP**

**Landmark:** One- Sonal Industrial Estate (Khoda)



**FORM NO MGT-11**  
**PROXY FORM**

(Pursuant to Section 105(6) of the Companies Act, 2013 and rule 19(3) of the  
Companies (Management and Administration) Rules, 2014)

CIN: L40100GJ1992PLC017458

Name of the Company: **SUN SOURCE (INDIA) LIMITED**

Regd. Office: One- Sonal Industrial Estate (Khoda), Sanand Viramgam Highway,  
Ahmedabad – 382170

Email: info@sunsource.in

Website: www.sunsource.in

Name of the Member(s):	
Registered Address:	
E mail Id:	
Folio No / Client ID:	
DP ID:	

I / We, being the member(s) of shares of the above named company, hereby appoint:

Name: .....	Address: .....	or failing him
Name: .....	Address: .....	or failing him
Name: .....	Address: .....	

as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the 25th Annual General Meeting of the Company, to be held on Friday, 29th September, 2017 at 09.00 a.m. at the registered office of the Company situated at One- Sonal Industrial Estate (Khoda), Sanand Viramgam Highway, Ahmedabad – 382170 and at any adjournment thereof in respect of the such resolutions as are indicated below:

Sr. No.	Resolutions	For	Against
<b>Ordinary Business</b>			
1	To receive, consider and adopt Audited Financial Statements for the financial year ended 31 <sup>st</sup> March, 2017 together with the Reports of the Board of Directors and the Auditors thereon.		
2.	To appoint a Director in place of Mr. Ashok Kumar K. Gajjar (DIN: 02137748) liable to retire by rotation.		
3.	To ratify the appointment of M/s. Joshi Jain & Co., as the Statutory Auditor of the Company.		
<b>Special Business</b>			
4.	To approve the re-appointment of Ms. Priti Gajjar, holding (DIN: 02165833) as Whole-time Director of the Company for a period of Three Years.		

**Please affix  
the Revenue  
Stamp of  
Re. 1**

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.  
Signature of the Shareholder. \_\_\_\_\_  
Signature of Proxy holder(s). \_\_\_\_\_

**Note:** This form of Proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the meeting.

**SUN SOURCE (INDIA) LIMITED**

CIN: L40100GJ1992PLC017458

Regd. Office: One- Sonal Industrial Estate (Khoda), Sanand Viramgam Highway, Ahmedabad – 382170

Website: www.sunsource.in

**TWENTY FIFTH (25th) ANNUAL GENERAL MEETING**

Please fill this attendance slip and hand it over at the entrance of the venue of the meeting.

<b>Name</b>	
<b>Address</b>	
<b>No. of Shares held</b>	
<b>DP ID No.</b>	
<b>Client Id No</b>	
<b>Regd. Folio No</b>	

I certify that I am a member/ proxy / authorized representative for the member of the Company.

I hereby record my presence at the Twenty Fifth Annual General Meeting of **SUN SOURCE (INDIA) LIMITED** on Friday, 29th September, 2017 at 09:00 a.m. at the registered office of the Company situated at One- Sonal Industrial Estate (Khoda), Sanand Viramgam Highway, Ahmedabad – 382170.

\_\_\_\_\_  
Name of the Member / proxy (in block letters)

\_\_\_\_\_  
Signature of the Member / Proxy

**SUN SOURCE (INDIA) LIMITED**

CIN: L40100GJ1992PLC017458

Regd. Office: One- Sonal Industrial Estate (Khoda), Sanand Viramgam Highway, Ahmedabad – 382170

Website: www.sunsource.in

**BALLOT FORM****(To be returned to scrutinizer appointed SUN SOURCE (INDIA) LIMITED “The Company”)**

1. Name(s) of Member(s)

(including joint-holders, if any)

2. Registered Folio No. /

DPID No. / Client Id No.\*

(\*Applicable to Members holding shares in dematerialized form)

3. Number of Shares Held:

**4. I/We hereby exercise my/our vote in respect of the Ordinary/Special Resolution(s) enumerated below by recording my/our assent or dissent to the said resolution by placing the tick (√) mark at the appropriate box below:**

Item No.	Description	Type of resolution (Ordinary / Special)	No. of Share(s)	I/We assent to the resolution (For)	I/We dissent to the resolution (For)
1.	To receive, consider and adopt Audited Financial Statements for the financial year ended 31 <sup>st</sup> March, 2017 together with the Reports of the Board of Directors and the Auditors thereon.	Ordinary			
2.	To appoint a director in place of Mr. Ashokkumar K Gajjar (holding DIN 02137748), who retires by rotation and, being eligible, offers himself for re-appointment.	Ordinary			
3.	To ratify the appointment of M/s. Joshi Jain & Co., Chartered Accountants, Vadodara	Ordinary			

	(Firm Registration No. 128820W) as the Statutory Auditor of the Company and fix their remuneration.				
4.	To approve the re-appointment of Ms. Priti Gajjar, holding (DIN: 02165833) as Whole-time Director of the Company for a period of Three Years.	Special			

**Place:**

**Date:**

\_\_\_\_\_  
(Signature of Member / Beneficial Official Owner)

**E mail:** \_\_\_\_\_ **Tel No.** \_\_\_\_\_

**Note: Please read the instructions printed overleaf carefully before exercising your vote.**



## **INSTRUCTIONS:**

1. A Shareholder(s) desiring to exercise vote by Ballot may complete this Ballot Form (no other form or photocopy thereof is permitted) and send it to the Scrutinizer.
2. Alternatively, a Member may vote through electronic mode as per the instructions for voting through electronic means provided in the Ballot Notice sent herewith.
3. Consent must be accorded by either placing a tick mark (✓) in the appropriate column in the Ballot form. This Form should be completed and signed by the Shareholder(s) (as per the specimen signature registered/recorded with the Company/Depository Participants). In case of joint holding, this Form should be completed and signed by the first named Shareholder and in his absence, by the next named Shareholder.
4. Duly completed Ballot Form should reach the Company not later than Thursday, 28<sup>th</sup> September, 2017 by 5:00 P.M. All Ballot Forms received after this date will be strictly treated as if the reply from Shareholder(s) has not been received.
5. A Shareholder may request for a duplicate Ballot Form, if so required. However, the duly completed duplicate Ballot form should reach the Scrutinizer not later than Thursday, 28<sup>th</sup> September, 2017 by 5:00 P.M.
6. There will be only one Ballot Form for every folio/Client ID irrespective of the number of joint Shareholder(s).
7. In case of shares held by companies, trusts, societies etc. the duly completed Ballot Form should be accompanied by a certified true copy of Board resolution/Power of Attorney/ authority letter/attested specimen signatures, etc.
8. Voting rights shall be reckoned on the paid up value of shares registered in the name of the Shareholders as on Friday, 22nd September, 2017.
9. Shareholders are requested not to send any other paper along with the 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 and the Company would not be able to act on the same.
10. The Scrutinizer's decision on the validity of a Ballot will be final and binding.
11. Incomplete, unsigned or incorrect Ballot Forms will be rejected.
12. The result of the Ballot will be posted on the website of the Company.

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