

# VARUN MERCANTILE LIMITED

Corporate Identity Number : L51909DL1985PLC020108

Website : [www.vml.org.in](http://www.vml.org.in)

Regd.Office: 506, Chiranjiv Towers, 43, Nehru Place, New Delhi 110 019

Corporate Office: 84-A, Mittal Court, 8<sup>th</sup> Floor, 224, Nariman Point, Mumbai 400 021. Tel.:22022365, Fax: 22871046

Folio No. / DP ID / Client ID:

Name:

Address:

Joint-holder(s):

Number of equity share(s) held:

Dear Member,

Please find enclosed the Notice of Extraordinary General Meeting and E voting instructions for your reference.

Pursuant to the provisions of Section 108 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Management and Administration) Rules, 2014, as amended and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, Varun Mercantile Limited ("the Company") is pleased to provide to its members facility to exercise their right to vote on resolution proposed to be passed at the Extraordinary General Meeting ("Meeting") of the Company, scheduled to be held on Friday, 18<sup>th</sup> May, 2018 at 11:00 a.m., by electronic means. The members may cast their votes using an electronic voting system from a place other than the venue of the Meeting ("remote e-voting").

The Company has engaged the services of Karvy Computershare Private Limited ("Karvy") as the Agency to provide e-voting facilities. The remote e-voting particulars are set out below:

<b>EVEN (E-Voting Event Number)</b>	<b>User ID</b>	<b>Password</b>

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

Commencement of remote e-voting : From 09:00 a.m. (IST) on Tuesday, 15<sup>th</sup> May, 2018  
End of remote e-voting : Upto 05:00 p.m. (IST) on Thursday, 17<sup>th</sup> May, 2018

The remote e-voting will not be allowed beyond the aforesaid date and time and the remote e-voting module shall be disabled by Karvy upon expiry of aforesaid period.

The cut-off date for the purpose of remote e-voting and voting at the Meeting is 14<sup>th</sup> May, 2018. Please read the e-voting instructions given under point 10 of the Notice attached herewith.

Yours faithfully,  
For Varun Mercantile Limited

Forum Shah  
Company Secretary

Mumbai  
23<sup>rd</sup> April, 2018

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## NOTICE

**NOTICE IS HEREBY GIVEN THAT AN EXTRAORDINARY GENERAL MEETING OF THE MEMBERS OF VARUN MERCANTILE LIMITED WILL BE HELD ON FRIDAY, THE 18TH DAY OF MAY, 2018 AT 11:00 A.M. AT THE CORPORATE OFFICE OF THE COMPANY AT 84-A, MITTAL COURT, 8<sup>TH</sup> FLOOR, 224, NARIMAN POINT, MUMBAI-400021 TO TRANSACT THE FOLLOWING BUSINESS:**

### **Special Business:**

Appointment of Statutory Auditor of the Company to fill casual Vacancy and fixing their remuneration

To consider and if thought fit, to pass, with or without modification, the following resolution as an **Ordinary Resolution:**

**"RESOLVED THAT** pursuant to the provisions of Section 139(8) and other applicable provisions, if any, of the Companies Act, 2013 as amended from time to time or any other law for the time being in force (including any statutory modification or amendment thereto or re-enactment thereof for the time being in force), M/s. Priti V. Mehta & Company (Registration No.129568W), Chartered Accountants, Mumbai be and are hereby appointed as Statutory Auditors of the Company to fill the casual vacancy caused by the resignation of M/s. V P Mehta & Co., Chartered Accountants, the existing auditors of the Company.

**RESOLVED FURTHER THAT** M/s. Priti V. Mehta & Company, Chartered Accountants, Mumbai, shall hold the office of the Statutory Auditors of the Company from the conclusion of this Meeting until the conclusion of the forthcoming Annual General Meeting and that they shall conduct the Statutory Audit for the financial year 2017- 2018 on such remuneration as may be fixed by the Board of Directors.

**RESOLVED FURTHER THAT** Board of Directors of the Company, be and is hereby severally authorized to take such other steps as may be necessary and/or incidental thereto to give effect to this resolution."

**By Order of the Board of Directors**

**Forum Shah  
Company Secretary**

**Place: Mumbai**

**Dated: 23<sup>rd</sup> April, 2018**

**Registered Office:**

**506, Chiranjiv Towers,  
43, Nehru Place,  
New Delhi – 110 019**

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## Notes:

1. **A member entitled to attend and vote at the Extraordinary General Meeting (the Meeting) is entitled to appoint a proxy to attend and vote instead of himself and the proxy need not be a member of the Company. The instrument appointing the proxy should, however, be deposited at the registered office of the Company not less than forty-eight hours before the commencement of the Meeting.**

**A person can act as proxy on behalf of members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A member holding more than ten percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as a proxy for any other person or shareholder. The holder of proxy shall prove his identity at the time of attending the Meeting.**

2. Corporate Members intending to send their authorised representative(s) to attend the Meeting are requested to send to the Company a certified true copy of the relevant Board Resolution together with the specimen signature(s) of the representative(s) authorised under the said Board Resolution to attend and vote on their behalf at the Meeting.
3. A Statement pursuant to Section 102(1) of the Companies Act, 2013, relating to the Special Business to be transacted at the Meeting is annexed hereto.
4. Attendance Slip, proxy form and the route map of the venue of the Meeting are annexed hereto. The prominent landmark for the venue is Vidhan Bhavan.
5. **The Company is providing facility for voting by electronic means (e-voting) through an electronic voting system which will include remote e-voting as prescribed by the Companies (Management and Administration) Rules, 2014 as presently in force and the business set out in the Notice will be transacted through such voting.** Information and instructions including details of user id and password relating to e-voting are given in this Notice under Note No. 10. The communication relating to remote e-voting which *inter-alia* contains details about user id and password is attached.
6. Members / Proxies / Authorised Representatives are requested to bring to the Meeting necessary details of their shareholding and attendance slip(s).
7. 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.
8. Relevant documents referred to in the Notice are open for inspection by the Members at the Registered Office of the Company on all working days (i.e., except Saturdays, Sundays and Public Holidays) during business hours upto the date of the Meeting. The aforesaid documents will also be available for inspection by Members at the Meeting.

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9. The Company's Share Transfer Agent is Karvy Computershare Private Limited ("Karvy") having its office at Karvy Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad 500032.

**10. Information and instructions relating to e-voting are as under:**

- (i) Pursuant to the provisions of Section 108 and other applicable provisions, if any, of the Companies Act, 2013 read with Companies (Management and Administration) Rules, 2014, as amended and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations), the Company is pleased to provide to its Members facility to exercise their right to vote on resolution proposed to be passed at the Meeting by electronic means. The Members may cast their vote(s) using an electronic voting system from a place other than the venue of the Meeting ('remote e- voting').
- (ii) The facility for voting through electronic voting system ('Insta Poll') will be made available at the Meeting and the Members attending the Meeting who have not cast their vote(s) by remote e-voting shall be able to vote at the Meeting through 'Insta Poll'.
- (iii) The Members who have cast their vote(s) by remote e- voting may also attend the Meeting but shall not be entitled to cast their vote(s) again.
- (iv) A Member can opt for only single mode of voting, i.e. through remote e-voting or voting at the Meeting. If a member casts vote(s) by both modes, then voting done through remote e-voting shall prevail and vote(s) cast at the Meeting shall be treated as "INVALID".
- (v) The Company has engaged the services of Karvy Computershare Private Limited ("Karvy") as the Agency to e-voting facility.
- (vi) The Board of Directors of the Company has appointed Shri Devesh Vasavada, a Practicing Chartered Accountant, Mumbai as Scrutinizer to scrutinize the remote e-voting and Insta Poll process in a fair and transparent manner and he has communicated his willingness to be appointed and will be available for the said purpose.
- (vii) Voting rights shall be reckoned on the paid-up value of shares registered in the name of the Member/beneficial owner (in case of electronic shareholding) as on the cut-off date i.e. 14<sup>th</sup> May, 2018.
- (viii) A person, whose name is recorded in the register of Members or in the register of beneficial owners maintained by the depository as on the cut-off date only shall be entitled to avail the facility of remote e-voting / Insta Poll. A person who is not a Member as on the cut-off date, should treat this Notice for information purpose only.

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(ix) Any person who becomes a Member of the Company after despatch of the Notice of the Meeting and holding shares as on the cut-off date may obtain the User ID and password from Karvy in the manner as mentioned below:

a) If the mobile number of the Member is registered against Folio No./ DP ID Client ID, the Member may send SMS : **MYEPWD** <space> E-Voting Event Number + Folio No. or DP ID Client ID to 9212993399

Example for CDSL:

MYEPWD <SPACE>1402345612345678

Example for Physical:

MYEPWD <SPACE> XXXX1234567890

b) If e-mail address or mobile number of the Member is registered against Folio No./ DP ID Client ID, then on the home page of [https:// evoting.karvy.com](https://evoting.karvy.com), the Member may click "Forgot Password" and enter Folio No. or DP ID Client ID and PAN to generate a password.

c) Member may call Karvy's toll free number 1-800-3454-001.

d) Member may send an e-mail request to [evoting.varun@karvy.com](mailto:evoting.varun@karvy.com).

e) If the Member is already registered with Karvy e-voting platform then he can use his existing User ID and password for casting the vote through remote e-voting.

(x) The remote e-voting facility will be available during the following period:

Commencement of remote e-voting: From 9.00 a.m. (IST) on Tuesday, 15<sup>th</sup> May, 2018

End of remote e-voting: Up to 5.00 p.m. (IST) on Thursday, 17<sup>th</sup> May, 2018

The remote e-voting will not be allowed beyond the aforesaid date and time and the remote e-voting module shall be disabled by Karvy upon expiry of aforesaid period.

The Company has opted to provide the same electronic voting system at the Meeting, as used during remote e-voting and the said facility shall be in operation till the resolution proposed in the Notice is considered and voted upon at the Meeting and may be used for voting only by the Members holding shares as on the cut-off date who are attending the Meeting and who have not already cast their vote through remote e-voting.

(xi) The Scrutinizer will, after the conclusion of e-voting at the Meeting, scrutinize the votes cast at the Meeting (Insta Poll) and votes cast through remote e- voting, make a consolidated Scrutinizer's Report and submit the same to the Chairman. The results declared along with the consolidated Scrutinizer's Report will be placed on the website of the Company: [www.vml.org.in](http://www.vml.org.in) and on the website of Karvy at:

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<https://evoting.karvy.com>. The results will simultaneously be communicated to the Stock Exchange.

- (xii) Subject to receipt of requisite number of votes, the Resolution proposed in the Notice shall be deemed to be passed on the date of the Meeting, i.e., Friday, 18<sup>th</sup> May, 2018.

(xiii) **Information and Instructions relating to remote e-voting:**

**1.A. In case a Member receives an email from Karvy** [for Members whose e-mail addresses are registered with the Company / Depository Participant(s)]:

- (a) Launch internet browser by typing the URL: <https://evoting.karvy.com>.
- (b) Enter the login credentials (i.e. User ID and password) which are printed and available in the communication with respect to voting by electronic means enclosed with this Notice.

The E-Voting Event Number+Folio No. or DP ID Client ID will be your User ID. However, if you are already registered with Karvy for e-voting, you can use your existing User ID and password for casting your vote. If required, please visit <https://evoting.karvy.com> or contact toll free number 1800-3454-001 for your existing password.

- (c) After entering these details appropriately, click on "LOGIN".
- (d) You will now reach password change Menu wherein you are required to mandatorily change your password. The new password shall comprise minimum 8 characters with at least one upper case (A-Z), one lower case (a-z), one numeric (09) and a special character (@, #, \$, etc.). The system will prompt you to change your password and update your contact details like mobile number, email address, etc. on first login. You may also enter a secret question and answer of your choice to retrieve your password in case you forget it. **It is strongly recommended that you do not share your password with any other person and that you take utmost care to keep your password confidential.**
- (e) You need to login again with the new credentials.
- (f) On successful login, the system will prompt you to select the E-Voting Event Number for Varun Mercantile Limited.
- (g) On the voting page enter the number of shares (which represents the number of votes) as on the cut-off date under "FOR or AGAINST" or alternatively, you may partially enter any number under "FOR" / "AGAINST" but the total number under "FOR / AGAINST" taken together should not exceed your total shareholding as on the cut-off date. You may also choose the option "ABSTAIN" and the shares held will not be counted under either head.

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- (h) Members holding shares under multiple folios / demat accounts shall choose the voting process separately for each of the folios / demat accounts.
- (i) There is only one item for which voting is to be done. In case you do not desire to cast your vote on the said item it will be treated as abstained.
- (j) You may then cast your vote by selecting an appropriate option and click on "Submit".
- (k) A confirmation box will be displayed. Click "OK" to confirm else "CANCEL" to modify.
- (l) Once you **confirm, you will not be allowed to modify your vote.**
- (m) Corporate / Institutional Members (i.e. other than Individuals, HUF, NRI, etc.) are also required to send scanned certified true copy (PDF Format) of the Board Resolution / Power of Attorney / Authority Letter, etc., together with attested specimen signature(s) of the duly authorized representative(s), to the Scrutinizer at e-mail id: [varun.scrutinizer@karvy.com](mailto:varun.scrutinizer@karvy.com) with a copy marked to [evoting@karvy.com](mailto:evoting@karvy.com). They may also upload the same in the e-voting module in their login. The scanned image of the above mentioned documents should be in the naming format "Corporate Name\_EVENT NO."

**1.B In case a Member receives physical copy of the Notice by Post** [for Members whose e-mail addresses are not registered with the Company / Depository Participant(s)]:

- (i) User ID and initial password – Password is provided in the communication with respect to voting by electronic means enclosed with the Notice.
- (ii) Please follow all steps from Sr. No. (a) to (m) as mentioned in (A) above, to cast your vote.
  - 1. Once the vote on a resolution is cast by a Member, the Member shall not be allowed to change it subsequently or cast the vote again.
  - 2. In case of any query pertaining to e-voting, please visit Help & FAQ's section available at Karvy's website <https://evoting.karvy.com>.
  - 3. The members are requested to note the following contact details for addressing e-voting grievances:

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Shri S. P. Venugopal, General Manager  
Karvy Computershare Private Limited,  
Karvy Selenium Tower B,  
Plot 31-32, Gachibowli, Financial District,  
Nanakramguda, Hyderabad - 500 032.  
Phone No.: +91 40 6716 1700  
Toll-free No.: 1800-3454-001  
E-mail: [evoting.varun@karvy.com](mailto:evoting.varun@karvy.com)

**By Order of the Board of Directors**

**Forum Shah  
Company Secretary**

**Place: Mumbai**

**Dated: 23<sup>rd</sup> April, 2018**

**Registered Office:**

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**The following Statement sets out all material facts relating to the Special Business mentioned in the accompanying Notice:**

The existing Statutory Auditors of the Company have resigned from the position of Statutory Auditors due to preoccupations, resulting into casual vacancy in the office of Statutory Auditors of the Company as envisaged by section 139(8) of the Companies Act, 2013 ("the Act"). Casual Vacancy caused by the resignation of auditors can only be filled up by the Company in general Meeting. The Board proposes that M/s. Priti V. Mehta & Company, Chartered Accountants, Mumbai, be appointed as Statutory Auditors of the Company to fill the casual vacancy caused by the resignation of the existing Statutory Auditors.

M/s. Priti V. Mehta & Company, Chartered Accountants, Mumbai, have conveyed their consent to be appointed as Statutory Auditors of the Company along with a confirmation that, their appointment, if made by the Members, would be within the limits prescribed under Companies Act, 2013.

Accordingly, the Board commends the Ordinary Resolution as set out in the notice for approval by the Members.

None of the Directors, Key Managerial Personnel or their relatives, are in any way, concerned or interested, financially or otherwise, in the said resolution.

**By Order of the Board of Directors**

**Forum Shah  
Company Secretary**

**Place: Mumbai**

**Dated: 23<sup>rd</sup> April, 2018**

**Registered Office:**

**506, Chiranjiv Towers,  
43, Nehru Place,  
New Delhi – 110 019**

# VARUN MERCANTILE LIMITED

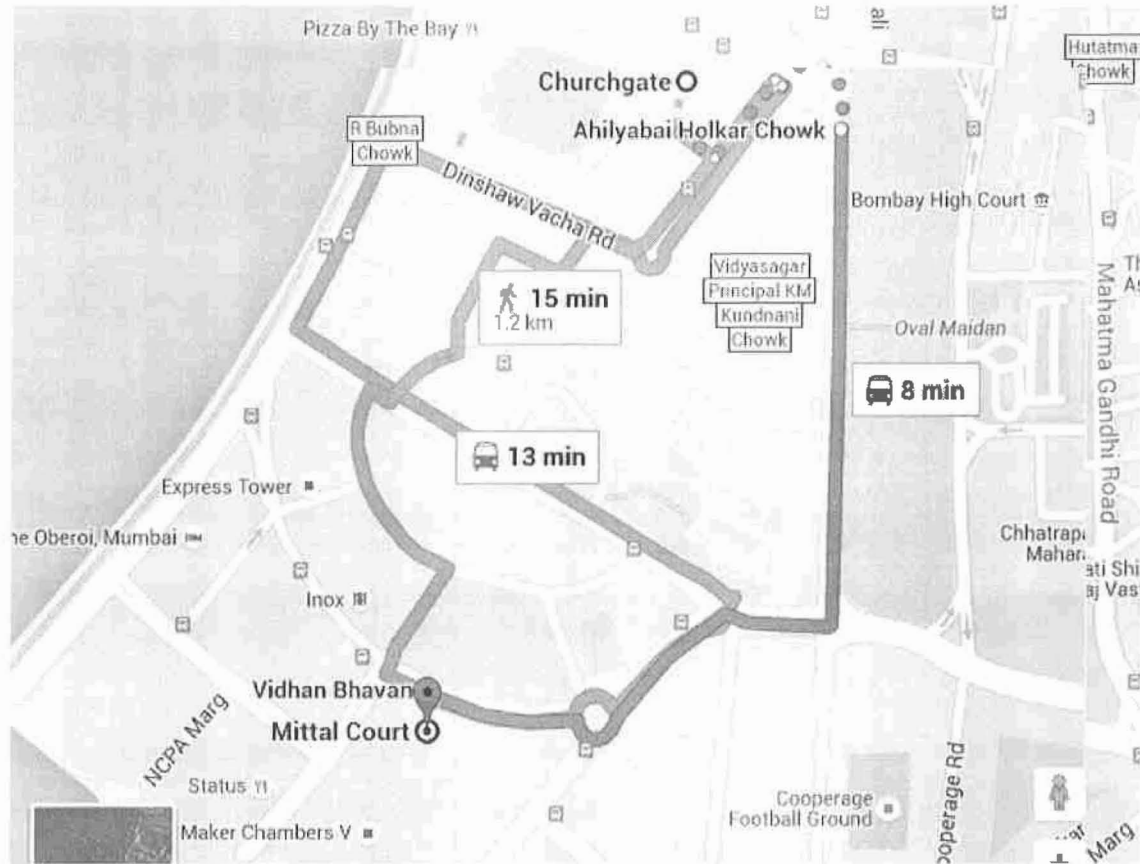
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## ROUTE MAP OF THE EGM VENUE



## ATTENDANCE SLIP

## Varun Mercantile Limited

CIN: L51909DL1985PLC020108

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 Tel: +91 22 2202 2365; Fax: +91 22 2287 1046; Website: www.vml.org.in

PLEASE FILL ATTENDANCE SLIP AND HAND IT OVER AT THE ENTRANCE OF THE MEETING HALL  
 Joint shareholders may obtain additional Slip at the venue of the Meeting.

DP Id*	
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Folio No.	
-----------	--

Client Id*	
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No. of Shares	
---------------	--

NAME AND ADDRESS OF THE SHAREHOLDER:

I hereby record my presence at the **EXTRAORDINARY GENERAL MEETING** of the members of the Company held on Friday, May 18, 2018 at 11:00 a.m. at the Corporate Office of the Company at 84-A, Mittal Court, 8<sup>th</sup> Floor, 224, Nariman Point, Mumbai-400021.

Signature of Shareholder / Proxy

\*Applicable for investors holding shares in electronic form.

## PROXY FORM

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

## Varun Mercantile Limited

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 Tel: +91 22 2202 2365; Fax: +91 22 2287 1046; Website: www.vml.org.in

Name of the Member(s):		e-mail Id:
Registered address:		Folio No./*Client Id:
		*DP Id:

I/We, being the member(s) of \_\_\_\_\_ shares of Varun Mercantile Limited, hereby appoint:

- 1) \_\_\_\_\_ of \_\_\_\_\_ having e-mail id \_\_\_\_\_ or failing him  
 2) \_\_\_\_\_ of \_\_\_\_\_ having e-mail id \_\_\_\_\_ or failing him  
 3) \_\_\_\_\_ of \_\_\_\_\_ having e-mail id \_\_\_\_\_

and whose signature(s) are appended below as my/our proxy to attend and vote (on a poll) for me/us and on my/our behalf at the **Extraordinary General Meeting** of the members of the Company to be held on Friday, May 18, 2018 at 11:00 a.m. at the Corporate Office of the Company at 84-A, Mittal Court, 8<sup>th</sup> Floor, 224, Nariman Point, Mumbai-400021 and at any adjournment thereof in respect of such resolution as is indicated below:

\*\* I wish my above proxy to vote in the manner as indicated in the box below:

Resolution	For	Against
Appointment of Statutory Auditor of the Company to fill casual vacancy and fixing their remuneration		

\*Applicable for investors holding shares in electronic form.

Signed this \_\_\_\_\_ day of \_\_\_\_\_ 2018

Signature of shareholder

Affix a  
15 paise  
Revenue  
Stamp

Signature of first proxy holder

Signature of second proxy holder

Signature of third proxy holder

**Notes:**

- (1) 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 forty-eight hours before the commencement of the Meeting.
- (2) A Proxy need not be a member of the Company and shall prove his identity at the time of attending the Meeting.
- (3) A person can act as a proxy on behalf of members not exceeding fifty and holding in the aggregate not more than 10% of the total share capital of the Company carrying voting rights. A Member holding more than 10% of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as proxy for any other person or shareholder.
- \*\*(4) This is only optional. Please put a '√' in the appropriate column against the resolution indicated in the Box. If you leave the 'For' or 'Against' column blank against any or all resolutions, your Proxy will be entitled to vote at the Meeting in the manner as he/she thinks appropriate.
- (5) Appointing a proxy does not prevent a Member from attending the Meeting in person if he so wishes. When a Member appoints a Proxy and both the member and Proxy attend the Meeting, the Proxy will stand automatically revoked.
- (6) In case of joint holders, the signature of any one holder will be sufficient, but names of all the joint holders should be stated.
- (7) This form of Proxy shall be signed by the appointer or his attorney duly authorizing in writing, or if the appointer is a body corporate, be under its seal or be signed by an officer or an attorney duly authorized by it.
- (8) This form of Proxy will be valid only if it is duly complete in all respects, properly stamped and submitted as per the applicable law. Incomplete form or form which remains unstamped or inadequately stamped or form upon which the stamps have not been cancelled will be treated as invalid.
- (9) Undated Proxy Form shall not be considered valid.
- (10) If Company receives multiple Proxies for the same holdings of a member, the Proxy which is dated last will be considered valid; if they are not dated or bear the same date without specific mention of time, all such multiple Proxies shall be treated as invalid.