



Manaksia Aluminium Company Limited

Corporate Identity Number: L27100WB2010PLC144405

Regd. Office : 8/1 Lal Bazar Street, Bikaner Building, 3rd Floor, Kolkata - 700 001, Phone No.: +91-33-2243-5053

Email: www.manaksiaaluminium.com; Website: investor@malcoindia.co.in

POSTAL BALLOT FORM

(Please read the instructions printed overleaf carefully before completing this form)

Sl. No. :

Name and Registered :
Address of the Sole/First
named Member

Name(s) of Joint Holder(s) :

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

No. of Shares held :

I/We hereby exercise my/our vote in respect of the Ordinary Resolution to be passed through Postal Ballot for the business stated in the Notice dated 21st January, 2020 of the Company by sending my/our assent (For) or dissent (Against) to the said Ordinary Resolution by placing the tick mark (✓) at the appropriate column below:

Description of the Resolution	No. of Shares for which votes cast	I/We assent to the resolution (FOR)	I/We dissent to the resolution (AGAINST)
1. Approval for Increase in the Authorised Share Capital and alteration in the Capital clause of Memorandum of Association of the Company.			

Place:

Date:

Signature of the Member or Authorised Signatory

ELECTRONIC VOTING PARTICULARS

EVEN (Electronic Voting Sequence Number)	User ID	Password

Note:

- 1) If the voting rights are exercised electronically, there is no need to use this form.
- 2) For e-voting, please refer the instructions under "E-Voting Facility" in the Notice attached herewith.

Last date for Receipt of Postal Ballot Form by the Company: 27th February, 2020, 05:00 p.m.

INSTRUCTIONS

1. A Member desiring to exercise vote by Postal Ballot may complete this Postal Ballot Form and send it to the Scrutinizer in the enclosed self-addressed postage pre-paid Business Reply Envelope. Envelope containing Postal Ballot, if deposited in person or sent by courier at the expense of the Member will also be accepted. Alternatively, a member may vote through electronic mode as per the instructions for voting through electronic means provided in the Postal Ballot Notice sent herewith. Kindly, note that the Shareholders can opt only one mode of voting i.e. either by physical postal ballot or e-voting. If you are opting for e-voting, then do not vote by physical postal ballot and vice-versa. However, in case shareholders cast their vote by both physical postal ballot and e-voting then voting done through e-voting shall prevail and votes cast through Postal Ballot will be treated as invalid.
2. This Form should be completed and signed by the Member (as per the specimen signature registered with the Company/Depository Participants). In case of joint holding, this Form should be completed and signed by the first named Member and in his absence, by the next named Member.
3. In case of shares held by companies, trusts, societies, etc., the duly completed Postal Ballot Form should be accompanied by a certified true copy of Board Resolution/Power of Attorney/attested specimen signatures etc. In case of electronic voting, documents such as the certified true copy of Board Resolution/Power of Attorney, along with attested specimen signatures, should be mailed to the Scrutinizer at khaitan52@gmail.com, with a copy marked to evoting@nsdl.co.in, or deposited at the registered office of the Company.
4. The consent must be accorded by recording the assent in the Column 'FOR' and dissent in the column 'AGAINST' by placing a tick mark (✓) in the appropriate column.
5. Unsigned, incomplete or defective Postal Ballot Forms are liable to be rejected.
6. Duly completed Postal Ballot Form should reach the Scrutinizer not later than the close of working hours i.e., 05:00 p.m., on Thursday, 27th February 2020. All Postal Ballot Forms received after this date will be treated as if reply from such Member has not been received.
7. A Member may request for a duplicate Postal Ballot Form, if so required. However, the duly filed in duplicate Postal Ballot Form should reach the Scrutinizer not later than the date specified at item No. 6 above.
8. Members are requested not to send any other paper along with the Postal Ballot Form in the enclosed postage pre-paid self-addressed Business Reply Envelope.
9. The e-voting period will commence from 09:00 a.m. (IST) on Wednesday, 29th January, 2020 and end at 05:00 p.m. (IST) on Thursday, 27th February, 2020.
10. During this period, Members of the Company, holding shares either in physical form or in dematerialized form as on the cut-off date of Friday, 24th January, 2020 may cast their vote electronically. The e-voting module shall be disabled for voting from 05:00 p.m. (IST) on Thursday, 27th February, 2020.
11. Voting rights shall be reckoned on the paid up value of the shares registered in the name of the Members on the cut-off date i.e. Friday, 24th January, 2020.
12. The Scrutinizer's decision on the validity of Postal Ballot Form(s) will be final.
13. The result of the voting by Postal Ballot will be announced on or before Saturday, 29th February, 2020 and displayed on the Notice Board of the Company at its Registered Office, intimated to the Stock Exchange(s) where the shares of the Company are listed and Depositories. The results will also be hosted on the website of the Company at www.manaksiaaluminium.com.

Green Initiative:

As responsible citizens, we would like to do our bit to protect our environment and reduce our carbon footprint. We request you, our valued shareholder, to join us in our endeavor to save the planet by registering your email to receive all communications electronically.

In case you hold securities of the Company in demat mode, kindly furnish your email ID to your Depository Participant (i.e., with whom you had opened your demat account). If you hold securities in physical mode, kindly furnish your email ID to the Company's Registrar & Share Transfer Agents, Link Intime India Private Limited ('RTA') at their email ID: kolkata@linkintime.co.in. For more details, you may contact: investor@malcoindia.co.in.