

Corporate Identify Number (CIN) - L24239MH1939PLC002893 Registered Office: Bombay House, 24, Homi Mody Street, Fort, Mumbai 400 001 Tel. No: 91 22 6665 8282 Fax No: 91 22 6665 8143/44

Email : investors@tatachemicals.com Website: www.tatachemicals.com

## **POSTAL BALLOT FORM**

The last date for receipt of Postal Ballot is 9th February, 2015

- 1. Name and Registered Address : of the Sole / First named Member
- 2. Name(s) of the Joint-Holder(s) : (if any)
- 3. Registered Folio No./ DP ID No. : and Client ID No.\* \*(Applicable to Investors holding Shares in dematerialized Form)
- 4. Number of Ordinary Share(s) held:
- 5. E-voting Event Number (EVEN) :
- 6. User ID :
- 7. Password :
- 8. I/We hereby exercise my/our vote(s) in respect of the following Resolutions to be passed through Postal Ballot / e-voting by conveying my/our assent or dissent to the said Resolutions by placing the tick (<) mark in the appropriate boxes below:

Item No.	Description of Resolution	Type of Resolution	No. of Ordinary Shares for which votes cast	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
1.	Alteration of the Object Clause of the Memorandum of Association of the Company	Special			
2.	Appointment of Ms. Vibha Paul Rishi as an Independent Director of the Company	Ordinary			

Place:

Date:

(Signature of the Member)

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

## **INSTRUCTIONS**

## 1. GENERAL INFORMATION

- i) There will be one Ballot Form / e-voting for every Client ID No. / Folio No., irrespective of the number of joint holders.
- ii) Members can opt for only one mode of voting i.e. either by Ballot or through e-voting. In case you are opting for voting by Ballot, then please do not cast your vote by e-voting and vice versa. In case Members cast their votes both by Ballot and e-voting, the votes cast through ballot shall prevail and the votes cast through e-voting shall be considered invalid.
- iii) Voting rights in the Ballot / e-voting cannot be exercised by a proxy. However, corporate and institutional shareholders shall be entitled to vote through their authorized representative with proof of their authorization, as stated above.
- iv) In case of Members opting for e-voting, please refer note no. 7 of Postal Ballot Notice for process of e-voting.

## 2. PROCESS FOR MEMBERS OPTING FOR VOTING BY BALLOT

- i) Members desiring to cast their vote by Ballot should complete and sign this Ballot Form and send it to the Scrutinizer. For this purpose, a self-addressed prepaid envelope is enclosed and postage will be paid by the Company, if posted in India. Ballot Forms deposited in person or sent by post or courier at the expense of the Member will also be accepted.
- ii) In case of joint holding, this Ballot Form should be completed and signed by the first named Member and in his absence by the next named Member.
- iii) In respect of shares held by corporate and institutional shareholders (companies, trusts, societies, etc.), the completed Ballot Form should be accompanied by a certified copy of the relevant board resolution / appropriate authorisation, with the specimen signature(s) of the authorized signatory(ies) duly attested.
- iv) The signature of the Member on this Postal Ballot Form should be as per the specimen signature furnished by National Securities Depository Limited (NSDL) / Central Depository Services (India) Limited (CDSL) or registered with the Company, in respect of shares held in dematerialised form or in physical form, respectively.
- v) Completed Ballot Forms should reach the Scrutinizer not later than the close of working hours i.e. 5:00 p.m. on Monday, 9th February, 2015. Ballot Forms received after this date will be considered invalid.
- vi) Ballot Forms which are incomplete or unsigned or defective in any manner are liable to be rejected. The Scrutinizer's decision in this regard shall be final and binding.
- vii) A Member seeking duplicate Ballot Form can write to the Company's Registrars- TSR Darashaw Limited, 6-10, Haji Moosa Patrawala Industrial Estate, 20, Dr E. Moses Road, Mahalaxmi, Mumbai 400 011 or to the e-mail ID tclballot2015@tsrdarashaw.com. Duly completed and signed duplicate Ballot Forms should, however, reach the Scrutinizer not later than the close of working hours i.e. 5:00 p.m. on Monday, 9th February, 2015.
- viii) Members are requested not to send any paper {other than the resolution/authority as mentioned under "Process for Members opting for voting by Ballot"point 2(iii) above} along with the Ballot Form in the enclosed self-addressed postage pre-paid envelope as all such envelopes will be sent to the Scrutinizer and if any extraneous paper is found in such envelope the same would not be considered and would be destroyed by the Scrutinizer.