

Avro Commercial Company Limited

Registered Office: 1, Sarojini Naidu Sarani, 9th Floor, Kolkata- 700017

CIN NO : L51433WB1983PLC035882

Phone No: 91-33-2283-1865; Fax No: 91-33-2283-1597;

E-mail: info@avro.co.in; Website: www.avro.co.in

POSTAL BALLOT FORM

1. **Name and Registered Address of the sole/first named member** :
2. **Name(s) of the joint-holder(s), if any** :
3. **Folio No./ DP ID No*/ Client ID** :
(*applicable to investors holding equity shares in demat form)
4. **No. of shares held** :

I/We hereby exercise my/our vote in respect of the following special resolution to be passed through Postal Ballot for the special business stated in the Postal Ballot Notice dated October 18, 2017, by conveying my/our assent/dissent to the said resolution by placing (✓) mark at the appropriate box below:

S. No.	Description	No. of Shares	I/ We assent to the resolution (FOR)	I/ We dissent to the resolution (AGAINST)
1	Delisting of the equity shares of the Company on voluntary basis from The Metropolitan Stock Exchange of India Limited (MSEI).			

Place :
Date :

Signature of the Member

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

Facility to exercise vote by postal ballot including voting through electronic means will be available during the following period:

Commencement of voting: From 10.00 a.m. (IST) on October 28, 2017
End of voting: Up to 5.00 p.m. (IST) on November 26, 2017

The facility for voting through electronic means will be disabled for voting by Karvy upon expiry of the aforesaid voting period.

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 pre-paid postage envelope. However, envelopes containing postal ballots, if deposited in person or sent by courier / registered / speed post at the expense of the member will also be accepted.
2. Alternatively, a member may vote through electronic means as per "Instructions for process to be followed by members opting to vote through electronic means" in the Postal Ballot Notice sent herewith.
3. This form should be completed and signed by the member. 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 member and in his / her absence, by the next-named member.
4. The votes of a member will be considered invalid on any of the following grounds:
 - a. if the member's signature does not tally;
 - b. if the member has marked his / her / its vote both for 'Assent' and also for 'Dissent' to the 'Resolution' in such a manner that the aggregate shares voted for 'Assent' and 'Dissent' exceeds the total number of shares held;
 - c. if the Postal Ballot Form is unsigned, incomplete or incorrectly filled;
 - d. if the Postal Ballot Form is received torn or defaced or mutilated such that it is difficult for the Scrutinizer to identify either the member, or the number of votes, or as to whether the votes are for 'Assent' or 'Dissent', or if the signature could not be verified or one or more of the above grounds.
5. A tick (✓) mark should be placed in the relevant box signifying assent/dissent for the resolution, as the case may be, before mailing the Postal Ballot Form.
6. Duly completed Postal Ballot Form should reach the Scrutinizer on or before 5.00 p.m. on November 26, 2017. If any Postal Ballot Form is received after this date, it will be strictly treated as if reply from such member has not been received.
7. Voting rights shall be reckoned on the paid-up value of shares registered in the name of the member as on October 18, 2017.
8. A member may request for a duplicate Postal Ballot Form, if so required, from the Company by writing at the Registered Office. However, the duly filled in duplicate Postal Ballot Form should reach the Scrutinizer not later than the date specified in note (6) above.
9. 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 along with the Postal Ballot Form. In case of voting through electronic means, they may 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."
10. Members are requested NOT to send any other paper along with the Postal Ballot Form in the enclosed self-addressed pre-paid postage envelopes as all such envelopes will be sent to the Scrutinizer and any extraneous paper found in such envelopes would be destroyed by the Scrutinizer and the Company would not be able to act on the same.
11. A member need not use all his / her / its votes nor does he / she / it need to cast his / her / its votes in the same way. Voting rights shall be reckoned on the paid up value of shares registered in the name of the Shareholders on the date of dispatch of this Notice.
12. The scrutinizer's decision on the validity of the postal ballot form shall be final and binding.
13. The date of declaration of the result of the Postal Ballot shall be taken to be date of passing of the resolution.
14. Only a member entitled to vote is entitled to fill in the Postal Ballot Form and send it to the Scrutinizer, and any recipient of the Notice who has no voting right should treat the Notice as intimation only.