



SONAL ADHESIVES LIMITED

Registered Office: 2N Laxmi Industrial Estate, New Link Road, Andheri (West), Mumbai – 400 053

CIN: L02004MH1991PLC064045 Tel. no.: 91 22 61316131 Fax no.: 91 22 61316132

Website: www.sonal.co.in Email: info@sonal.co.in

SERIAL NO.:

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) Registered Folio :
No./ DP ID* /
Client id*
- (4) No. of equity :
share(s) held

(5) I/We hereby exercise my/our vote(s) in respect of the following Special Resolutions to be passed through Postal Ballot for the business stated in the Postal Ballot Notice dated 12.08.2015 by conveying my/our assent or dissent to the following Special Resolutions by placing the tick (√) mark at the appropriate box below:

Resolution number	Resolutions	No. of equity Shares	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
1	Special Resolution under Section 12(5) of the Companies Act, 2013 for Shifting of Registered Office of the company outside local limits of City			
2	Special Resolution under Section 180(1)(a) of the Companies Act, 2013 for authorizing the Board of Directors to create mortgage / pledge / hypothecation/ charge on all or any of the movable/immovable properties of the Company for securing the borrowings of the Company			
3	Special Resolution under Section 186 of the Companies Act, 2013 for Giving Loans/ Guarantees or providing securities and/or making investments which shall not at any time exceed Rs. 1,00,00,00,000/- (Rupees One Hundred Crores only).			

Place:

Date:

Signature of the Member or Authorised Representative

ELECTRONIC VOTING PARTICULARS
(Applicable for individual Members only)

EVSN (Electronic Voting Sequence Number)	*Default Number

**Only Members who have not updated their PAN with the Company/Depository Participant shall use default number in the PAN field.*

Note:

- (i) Last date for receipt of Assent/Dissent Form: Thursday, 24th September, 2015.
(ii) Please read the instruction printed overleaf carefully before exercising your vote.

INSTRUCTIONS

General Instructions

1. The notice of Postal Ballot is dispatched/e-mailed to the Members whose names appear on the Register of Members as on Friday, 21st August, 2015 and the voting rights of members shall be in proportion to their shares of the paid-up equity share capital of the Company as on the said date.
2. Members have option to vote either through e-voting i.e. electronic means or to convey assent/dissent in physical form. A Member can opt for only one mode of voting i.e. either through e-voting or by Postal Ballot. If a Member casts votes by both modes, then voting done through e-voting shall prevail and voting done through Postal Ballot shall be treated as invalid.
3. Corporate and institutional Members shall be entitled to vote through their authorised representative with proof of their authorization, as stated below.
4. The e-voting period commences on Tuesday, 25th August, 2015 (10.00 a.m. IST) and ends on Thursday, 24th September, 2015 (5.00 p.m. IST). During this period, Members of the Company, holding shares either in physical form or in dematerialized form, as on Friday, 21st August, 2015; may cast their vote electronically.
5. For detailed instructions on e-voting, please refer to Point No. '13' of the Postal Ballot form.
6. This Postal Ballot Form is provided for the benefit of Members who do not have access to e-voting facility.
7. The Scrutinizer will collate the votes downloaded from e-voting system and votes received through post to declare the final result for each of Resolutions forming part of the Postal Ballot Notice.

Instructions for voting physically on Assent/Dissent Form

1. A Member desiring to exercise vote by assent/dissent should complete this Postal Ballot Form (no other form or photocopy thereof is permitted) and submit the same in the enclosed pre-paid envelope addressed to the Scrutinizer, Mr. Prashant Diwan, Practising Company Secretary, Unit: Sonal Adhesives Limited, C/o System Support Services, 209, Shivai Industrial Estate, 89, Andheri – Kurla Road, Sakinaka, Andheri (East), Mumbai – 400 072, so as to reach by 5.00 p.m. on Thursday, 24th September, 2015. Unsigned, incomplete or incorrectly ticked forms are liable to be rejected and the decision of the scrutinizer on the validity of the forms will be final.
2. The Postal Ballot Form should be signed by the Member as per the specimen signature registered with System Support Services, Registrars and Transfer Agents of the Company ('RTA')/Depositories. In case of joint holding, the Form should be completed and signed by the first named Member and in his/her absence, by the next named holder. A Power of Attorney (POA) holder may vote for and on behalf of a Member, mentioning the registration number of the POA registered with RTA, or enclosing attested copy of the POA.
3. In respect of shares held by corporate and institutional Members (Companies, Trusts, Societies, etc.), the duly completed assent/dissent Postal Ballot Form should be accompanied by the certified copy of the relevant Board Resolution/appropriate authorization, with the specimen signature(s) of the authorized signatory(ies) duly attested.
4. Votes should be cast in case of each resolution, either in 'FOR' or 'AGAINST' by putting a tick (√) mark in the appropriate column in the Postal Ballot Form. The assent or dissent received in any other form shall not be considered valid.
5. Duly completed Postal Ballot Form should reach the Scrutinizer not later 5.00 p.m. on Thursday, 24th September, 2015. Postal Ballot Form received after 24th September, 2015 will be strictly treated as if the reply from the Members has not been received.
6. A Member may request for the duplicate Postal Ballot Form, if so required, to RTA at the address mentioned in serial no. 1 above. However, duly filled in and signed duplicate Postal Ballot Form should reach the Scrutinizer not later than date and time specified in serial no. 1 above.
7. A Postal Ballot Form will be rejected if it is received torn, defaced or mutilated to an extent which makes it difficult for the Scrutinizer to identify either the Member or as to whether the votes are in favour or against or if the signature cannot be verified.
8. The decision of the Scrutinizer on the validity of the assent/dissent of the Postal Ballot Form will be final and binding.
9. The results declared along with the Scrutinizer's Report shall be placed on the Company's website www.sonal.co.in and on the website of CDSL www.cdslindia.com within two days of the passing of the resolutions and communicated to BSE Limited, where the shares of the Company are listed.