

REF: RMC/2017-18/BSE/23

Date: 22.08.2017

To,

Department of Corporate Services,
Listing & Compliance,
BSE Limited,
P J Towers, Dalal Street,
Mumbai - 400 001

Ref: Scrip Code (BSE) – 540358

Sub: Notice of Postal Ballot

Dear Sirs,

Pursuant to Regulation 30 of SEBI (Listing Obligations Disclosure Requirements) Regulation, 2015, this is to inform you that the Board of Directors of the Company at its meeting held on Tuesday, 22 August, 2017 has approved the Postal Ballot Notice. We enclose herewith Notice of Postal Ballot.

The Postal Ballot Notice along with explanatory statement will be displayed on website of the company, www.rmcindia.in.

Request you to kindly take the same on record.

Thanks & Regards

For RMC Switchgears Limited


Priyanka Gattani
Company Secretary





RMC SWITCHGEARS LIMITED

(Formerly Known as RMC Switch Gears Limited)

Registered Office: 7 Km. from Chaksu, Khotkawda Road, Village Badodiya,
Tehsil Chaksu, Tonk Road, Jaipur-303901, Rajasthan

Corporate Office: B-11 (B&C) Malviya Industrial Area, Jaipur-302017

E Mail ID: info@rmcindia.in, cs@rmcindia.in CIN: L27310RJ1994PLC008698

Website: www.rmcindia.in, Contact No : 0141-4031516, 4400222

NOTICE FOR PASSING OF RESOLUTIONS BY POSTAL BALLOT
(Pursuant to Section 110 of the Companies Act, 2013 & rules made thereunder)

Dear Shareholders,

Notice is hereby given, pursuant to Section 110 of the Companies Act, 2013 (“the Act”) read with the Companies (Management and Administration) Rules, 2014 including any Statutory modification(s) or re – enactment(s) thereof for the time being in force, that **RMC SWITCHGEARS LIMITED** (the Company/RMC), is seeking consent/approval of its members for the below mentioned resolutions & Explanatory Statement by way of Postal Ballot.

SPECIAL BUSINESSES

1. Alteration in Object Clause of Memorandum of Association:

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

“**RESOLVED THAT** in accordance with the provisions of section 13 and other applicable provisions, if any, of the Companies Act, 2013 (including any statutory modification(s), change or re-enactment thereof, for the time being in force), consent of the shareholders of the Company be and is hereby accorded to the alteration of Clause III (related to main object clause) of the Memorandum of Association and inserting new sub clause 4 after sub clause 1, 2 & 3 in clause III (A) being “THE MAIN OBJECTS TO BE PURSUED BY THE COMPANY” in the following manner as:

4. To carry on the business of manufacture, refine, prepare, process, purchase, sell, import, export or generally deal in building material, PVC marble, solid surface, wall panel, roof panel, fittings, extrusion process, sheet moulding, injections moulding, blow moulding, compressor moulding for domestic non domestic purposes made of and out of with containing or combing plastic powder, poly propylene, PVC molding, PVC resin, calcium carbonate, aluminum, trihydrate, isophthalic resin, BKY-W996, powder styrene, polystyrene, vinyl chloride, thermosetting and thermoplastic material of all sorts laminates, plastic polyethylene which are commonly of all sorts laminates, plastic polythlene and plastic goods, and such other allied chemical required to manufacture.

FURTHER RESOLVED THAT for the purpose of giving effect to this resolution, The board of Directors of the Company be and is hereby authorized, on behalf of the company to do all acts, deeds, matters and things as deem necessary proper or desirable and to sign and execute all necessary documents, applications and returns for the purpose of giving effect to the aforesaid resolution along with filing of necessary E- form.”

2. Variation in the terms of “Objects of the Issue” mentioned in the Company’s Prospectus at the time of IPO dated 20th Feb, 2017

To consider and, if thought fit, to give assent or dissent to the following resolutions as **Special Resolution:**

“**RESOLVED THAT** pursuant to the provisions of Section 27 and other applicable provisions, if any, of the Companies Act, 2013 (‘the Act’) read with the relevant Rules made there under (including any statutory modifications or re-enactments thereof for the time being in force) and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and other applicable rules, regulations, guidelines and statutory provisions for the time being in force and such other approvals, permissions and sanctions, if any, as may be necessary, the approval of the Members of the Company be and is hereby accorded to vary and/ or revise the terms of Objects of the Issue referred to in the Prospectus dated 20th February, 2017 (the ‘Prospectus’) in relation to utilization of the Proceeds received from the Initial Public Offering (the ‘IPO’) of Equity Shares made in pursuance of the Prospectus and utilize the unutilized proceeds to fund new project of manufacturing of “Imitation Marble and Wooden Surfaces for walls and floors” (PVC marble and Solid surface) during the Financial Year 2017-18, as mentioned in the Explanatory Statement annexed to this Notice.”

“**RESOLVED FURTHER THAT** for the purpose of giving effect to this resolution, the Board of Directors (hereinafter referred to as the ‘Board’ including duly constituted Committee thereof) be and is hereby authorized to do all such acts, deeds, matters and things, take necessary steps in the matter as the Board may in its absolute discretion deem necessary, desirable or expedient and to settle any question that may arise in this

regard and incidental thereto, without being required to seek any further consent or approval of the Members or otherwise to their end and intent that the Members shall be deemed to have given their approval thereto expressly by the authority of this resolution for the purpose of giving effect to this resolution.”

“**RESOLVED FURTHER THAT** the Board be and is hereby authorized to delegate from time to time, all or any of the powers conferred herein to any Committee of Directors or any other Officer(s)/ Authorized Representative(s) of the Company to give effect to this resolution.”

**By the order of the Board
For RMC Switchgears Limited
(Formerly known as RMC Switch Gears Ltd.)**

**Ashok Kumar Agarwal
Chairman & Managing Director
DIN: 00793152
Place: Jaipur
Date: 22.08.2017**

NOTES:

1. The Explanatory Statement pursuant to Section 102 of the Companies Act, 2013 read with the Rules made thereunder, setting out material facts in respect of the proposed Special Resolution set out at Item No. 1 & 2 of the Notice is annexed hereto.
2. Please read the instructions before exercising your vote.
3. The Board of Directors has appointed Deepika Jain Prop. of M/s. Deepika Jain & Associates (Membership No. ACS: 41190 CP NO. 16994), Practising Company Secretary having office at 307, City Pearl Mall, Sanjay Marg, Gopalbadi, Jaipur-01 as the scrutinizer for conducting the postal ballot process in a fair and transparent manner.
4. Notice is being sent to all the Members, whose names appear on the Register of Members/List of Beneficial Owners as received from National Securities Depository Limited (NSDL)/Central Depository Services (India) Limited (CDSL) and Registrar & Share Transfer Agent on 22.08.2017
5. As per Section 110 of the Act, read with Rule 22 of the Companies (Management and Administration) Rules, 2014 including any statutory modification(s) or re –enactment(s) and the Listing Regulations, 2015, Notice of Postal Ballot may be served on the Members, inter-alia, through electronic means. Members, who have registered their e-mail IDs with depositories or with the Company, are being sent this Notice of Postal Ballot by e-mail and the members who have not registered their e-mail IDs will receive Notice of Postal Ballot along with Postal Ballot Form through courier. Members who have received Postal Ballot Notice by e-mail and who wish to vote through physical Form may download the Form attached in the email from the ‘Investor’ section on the Company’s website www.rmcindia.in and send the duly completed and signed form to the Scrutinizer.
6. A copy of this Postal Ballot Notice alongwith the Postal Ballot Form have been placed on the website of the Company, www.rmcindia.in and Link Intime India Pvt. Ltd., www.linkintime.co.in.
7. In case, the Members who have been sent this Notice electronically, such Members may send a request to the Company on “cs@rmcindia.in” or write a letter addressed to Ms. Priyanka Gattani, Company Secretary at RMC Switchgears Limited, 7 Km. from Chaksu, Khotkawda Road, Village Badodiya, Tehsil Chaksu, Tonk Road, Jaipur-303901, Rajasthan for obtaining the Notice and Postal Ballot Form in physical manner. On receipt of such requests, the Company will despatch the same in physical form to enable the Members to send back the Postal Ballot by/ before Thursday, the 28th September, 2017, 05:00 p.m. (IST).
8. The Scrutinizer will submit her report to the

Chairman after the completion of scrutiny of the postal ballots. The result of the voting by postal ballot will be announced by the Chairman or any Director of the Company duly authorized, on 29.09.2017 at the registered office of the Company and will also be displayed on the website of the Company [http:// www.rmcindia.in](http://www.rmcindia.in), besides being communicated to the Stock Exchanges, and the Registrar and Share Transfer Agents.

9. Resolutions passed by the Members through postal ballot are deemed to have been passed as if they have been passed at a General Meeting of the Members.
10. The date of declaration of results of the postal ballot shall be the date on which the resolution would be deemed to have been passed, if approved by the requisite majority.
11. The relevant documents referred to in the accompanying Notice and Explanatory Statement are open for inspection at the Corporate Office of the Company on all working days (except Saturdays, Sundays and Public Holidays) between 11:00 A.M. to 01:00 P.M. up to the date of declaration of the result of the Postal Ballot.
12. The facility to exercise vote by physical postal ballot form will be available during the following period: Commencement of voting from 10.00 a.m. (IST) on Wednesday, 30th August, 2017 End of voting Up to 5.00 p.m. (IST) on Thursday, 28th September, 2017.
13. The Postal Ballot Forms received after 5.00 p.m. (IST) on Thursday, 28th September, 2017 will be treated as if the reply from the Member has not been received.
14. Members are requested to send the duly completed Postal Ballot Forms before the last date, providing sufficient time for postal transit.
15. Company is exempted from conducting E – Voting vide Rule 20(2) of Companies (Management & Administration) Amendment Rule, 2015.

EXPLANATORY STATEMENT PURSUANT TO SECTION 102(1) OF THE COMPANIES ACT, 2013

Item 1:

The main objects of the company are confined to the business pertaining to manufacturing of Meter & Distribution Boxes and the like as defined in the existing Memorandum of Association of the Company.

The Board is of the view that the diversification of business activities along with the existing business activities in effective and efficient manner as company has adequate man-power and resources to undertake the proposed new objects. Considering the above prospects of business diversification, it is proposed to addition of sub-clause 4 of Clause III (A) in the Memorandum of Association as mentioned in resolution under special business No. 1

In Compliance with section 110 and other applicable provisions of the Companies Act, 2013, Special Resolution as per the terms set out in Item No. 1 of the accompanying Postal Ballot form & Instruction have also been annexed with this notice for voting.

None of the Directors, KMP and shareholder of the Company is concerned or interested except to the extent shareholdings in the company.

Item No. 2

1. The original purpose or objects of the Issue (the 'Objects')

The Company had stated in its Prospectus that The Net Proceeds from the Fresh Issue will be utilized towards the following objects:

1. To Meet Working Capital Requirement
2. General Corporate Purpose
3. To Meet the Issue Expenses

The requirements of funds and schedule of utilization of Net Proceeds of the Issue as stated in the Prospectus for funding its Objects is given below:

(Rupees in Lakh)

Sr. No.	Particulars	Amount to be deployed and utilized in F.Y. 17-18
1.	To Meet Working Capital Requirement	155.00
2.	General Corporate Purposes	39.36
3.	Public Issue Expenses	13.00
	Total	207.36

Further, the Company had also stated in its Prospectus as follows:

As we operate in competitive environment, our Company may have to revise its business plan from time

to time and consequently our fund requirements may also change. Our Company's historical expenditure may not be reflective of our future expenditure plans. Our Company may have to revise its estimated costs, fund allocation and fund requirements owing to various factors such as economic and business conditions, increased competition and other external factors which may not be within the control of our management. This may entail rescheduling or revising the planned expenditure and funding requirements, including the expenditure for a particular purpose at the discretion of the Company's management.

The Company has utilized Rs. 57.36 Lakh out of the Net proceeds of Rs. 207.36 Lakh; despite all its efforts to fully utilize the same leaving an unutilized amount of Rs. 150 Lakh as on 31st March, 2017 (the 'Unutilized amount') and the Company does not foresee deployment of this unutilized amount in near future for funding the Objects as stated in the said Prospectus. Hence, it is proposed to utilize Rs. 150 Lakh manufacturing of "Imitation Marble and Wooden Surfaces for walls and floors" (PVC marble and Solid surface) during the current Financial Year 2017-18 subject to receipt of necessary approvals.

In view of the proposed requirements of the Company, approval of the Members is being sought by way of a Special Resolution through Postal Ballot for variation in the terms of the Objects of the Issue pursuant to the provisions of Section 27 and other applicable provisions, if any, of the Companies Act, 2013 (the 'Act') and the relevant Rules made there under (including any amendment thereto or re-enactment thereof for the time being in force), and subject to compliance of such other applicable provisions of SEBI (Issue of Capital and

Disclosure Requirements) Regulations, 2009, and SEBI (Listing Obligation and Disclosure Requirement) Regulation, 2015 as amended and such other requisite approvals, consents and clearance from the Company's Bankers, Financial Institutions, Project Lenders and/ or other Institutions or bodies, statutory authorities, if and wherever necessary, and as may be required.

2. The total money raised:

Pursuant to the approval of the Board and the Members of the Company received in 2017, the Company had made an Initial Public Offer (IPO) during the Financial Year 2016-17 for an aggregate of 15,36,000 equity shares of face value of `10 each consisting of a fresh issue of 7,68,000 equity shares of face value of `10 each (Issue Price Rs. 27/- each including Rs. 17 Share Premium) and 7,68,000 equity shares of face value of `10 each (Issue Price Rs. 27/- each including Rs. 17 Share Premium) through an offer for sale by Mr. Ankit Agrawal, Mr. Ashok Kumar Agarwal, Mrs. Parwati Bai Agarwal, Mrs. Santosh Agarwal, M/s Vitthal Das Agrawal HUF, M/s Ashok Kumar Agarwal HUF And Argent Leasing & Finance Private Limited (collectively referred as selling shareholders including promoters). Out of the total proceeds from the IPO of Rs.414.72 Lakh, the Company's share was Rs.207.36 Lakh (including share issue expenses) from the fresh issue of equity shares (the 'Net Proceeds').

The relevant and material information as required in compliance of the provisions of Section 27 of the Companies Act, 2013 read with Rule 7 of the Companies (Prospectus and Allotment of Securities) Rules, 2014 is set out herein below:

3. Total Money Utilized and Un-utilized for the objects stated in the Prospectus and extent of achievement of proposed objects:

(Rupees in Lakh)

Sr. No.	Objects of the Issue as mentioned in the Prospectus	Amount to be financed from Net Proceeds as mentioned in Prospectus	Actual amount financed from Net Proceeds during Financial Year 2016-17 and 2017-18	Balance Unutilized amount of Net Proceeds as on 31st March, 2017	Percentage of utilization of the Net Proceeds as on 31st March, 2017
		(i)	(ii)	[(iii)=(i)-(ii)]	[(iv)=(ii)/(i)*100]
1.	To Meet Working Capital Requirement	155.00	5.00	150.00	3.22
2.	General Corporate Purposes	39.36	39.36	-	100.00
3.	Public Issue Expenses	13.00	13.00	-	100.00
Total		207.36	57.36	150.00	27.66

The unutilized amount has been deposited in Cash credit Bank account of the company towards interim use of funds.

4. Particulars of the proposed variation in the terms of contracts referred to in the prospectus or objects for which prospectus was issued:

(Rupees in Lakh)

Sr. No.	Particulars	Amount As stated in Prospectus	Revised/Proposed Utilization
1.	To Meet Working Capital Requirement	155.00	5.00
2.	General Corporate Purposes	39.36	39.36
3.	Public Issue Expenses	13.00	13.00
4.	To provide margin against the term loan raised for setting up a new plant for manufacturing of "Imitation Marble and Wooden Surfaces for walls and floors" (PVC marble and Solid surface).		150.00
	Total		207.36

5. Reason and justification for seeking variation

One of the purposes for raising the funds by way of IPO was to satisfy the working capital requirement of the company. Now the company has been sanctioned with sufficient working capital Limit from their Bankers. In this changed scenario, the fund raised for IPO remains unutilised.

Now company is under process to diversify company's existing business activities in the field of manufacturing "Imitation Marble and Wooden Surfaces for walls and floors" (PVC marble and Solid surface) and for the same company needs additional funds towards margin against the term loan raised for this project.

Hence the detailed reason and justification as below:

To Meet Working Capital Requirement:

The Company at the time of IPO had envisaged that company's business is working capital intensive. We are required to provide sufficient credit period to our customers. Considering the future growth, the total working capital needs of our Company, as assessed based on the internal workings of our Company is expected to reach ` 2284.66 Lakhs for FY 2017-18. At the time of IPO the Company had sanctioned working capital Limit from Bank aggregating to Rs. 900 lakhs and was to meet the requirement to the extent of ` 155.00 Lakhs from the Net Proceeds of the Issue and balance from borrowings at an appropriate time as per the requirement.

At present, Company has been sanctioned with the adequate working capital Limit from Banks. Therefore, the Board of Directors proposes to invest the said unused fund in income generating activity

In view of the reasons explained above, the Board of Directors of the Company considered it prudent to reallocate the unutilized amount of Rs. 150 Lakh to fund manufacturing of "Imitation Marble and Wooden Surfaces for walls and floors" (PVC marble and Solid surface) during the current Financial Year 2017-18.

6. The proposed time limit within which the proposed varied objects would be achieved: During the Financial Year 2017-18

7. Particulars with respect to the new objects:

- the purpose for which there is a requirement of funds : manufacturing of "Imitation Marble and Wooden Surfaces for walls and floors" (PVC marble and Solid surface)
- the funding plan (means of finance) : Equity, Unsecured Loan/Internal accrual and Term Loan.
- the summary of the project appraisal report (if any) :The company is setting up two line of manufacturing activity viz: PVC marble and Solid surface on the part of project land admeasuring 6.32 hectares located at Khasra No. 157,163 & 164 Village Badodiya, Tehsil Khotkawda, Tonk Road, District- Jaipur 303901
- the schedule of implementation of the project : Commercial production of the project to be commence in financial year 2017-18.
- the interim use of funds, if any : As mentioned in Point 4 above

8. Major risk factors pertaining to the proposed utilization of Net Proceeds for manufacturing of "Imitation Marble and Wooden Surfaces for walls and floors" (PVC marble and Solid surface) by the company:

The Company is of the opinion that there is no specific risk envisaged to the proposed utilization of Net Proceeds of IPO to fund manufacturing of "Imitation Marble and Wooden Surfaces for walls and floors" (PVC marble and Solid surface).

However, the following general risks associated with the business, individually or together, but not limited to, could adversely affect our business, financial conditions, results of operations or prospects etc:

- Changes in government policies, regulatory actions and technological changes etc. that apply to or affect our business including developments affecting the Indian economy;
- We are substantially dependent on revenues from sales to Indian customers. Changes in or termination of policies of State Governments in India, may have a material adverse effect on our business;
- Projects included in our order book may not ultimately be confirmed, may be modified or cancelled, or there may be delays in execution;

- iv. Demand for our products and services depends on the activity and new capital expenditure levels in the imitation marble sector; and
- v. Our operations are dependent on the timely supply of quality raw materials and components at commercially acceptable prices and we are dependent on a limited number of suppliers for key raw materials and components.

9. Estimated financial impact of the proposed alteration on the earnings, cash flow and on the financial position of the Company

The Company will be able to reduce the finance cost by changing the purpose as otherwise it would have been required to raise unsecured loans bearing interest and hence the interest cost saved on Rs. 150 Lakh would be the positive impact on the Statement of Profit & Loss. The cash flows of the Company would be improved by aforesaid interest saving amount.

10. Place from where any interested person may obtain a copy of the notice of resolution to be passed:

Company Secretary, RMC Switchgears Limited, Corporate Office: B-11 (B&C) Malviya Industrial Area, Jaipur- 302017.

Pursuant to the provisions of Section 13 read with Section 27 of the Companies Act, 2013, the Company shall not vary the terms referred to in the Prospectus except subject to the approval of the members by way of Special Resolution.

Further, in terms of Section 13 read with Section 27 of the Companies Act, 2013, the dissenting shareholders viz. those shareholders who do not agree to the proposal to alter/ vary the objects for which IPO proceeds were to be deployed, shall be given an exit offer by Mr. Vikram

Karnawat, Shareholder of the Company at such exit price, and in such manner and conditions as may be specified by the Securities and Exchange Board of India by making regulations in this behalf.

Accordingly, now, it is considered appropriate to seek the approval of the members to confer authority in favor of the Board for utilization of the unutilized portion of the IPO proceeds for purposes other than those stated in the Prospectus. A copy of the Postal Ballot Notice is available on the website of the Company, www.rmcindia.in and that of Central Depository Services (India) Limited, www.cdslindia.com, and BSE Limited, www.bseindia.com.

In Compliance with section 110 and other applicable provisions of the Companies Act, 2013, Special Resolution as per the terms set out in Item No. 2 of the accompanying Postal Ballot form & Instruction have also been annexed with this notice for voting.

None of the Directors and Key Managerial Personnel of the Company or their respective relatives is/are concerned or interested, financially or otherwise, in the proposed resolution except to the extent of their shareholding, if any, in the Company.

**By the order of the Board
For RMC Switchgears Limited
(Formerly known as RMC Switch Gears Ltd.)**

**Ashok Kumar Agarwal
Chairman & Managing Director
DIN: 00793152
Place: Jaipur
Date: 22.08.2017**



RMC SWITCHGEARS LIMITED

(Formerly Known as RMC Switch Gears Limited)

Registered Office: 7 Km. from Chaksu, Khotkawda Road, Village Badodiya,
Tehsil Chaksu, Tonk Road, Jaipur, Rajasthan, India -303901

Corporate office: B-11 (B&C) Malviya Industrial Area, Jaipur-302017

E Mail ID: info@rmcindia.in, cs@rmcindia.in CIN: L27310RJ1994PLC008698

Website: www.rmcindia.in, Contact No : 0141-4031516, 4400222

POSTAL BALLOT FORM

1	Name & Registered Address of the Sole/ first named Member (including Joint-holders, if any) (In block letters)	
2	Registered Folio No.* : (*Applicable to Member(s) holding shares in physical form) DP ID No. & Client ID No.** : (**Applicable to Member(s) holding shares in dematerialised form)	
3	No. of Equity Share(s) held	

I/ We hereby exercise my/ our vote in respect of the following resolutions to be passed through Postal Ballot for the Special Businesses stated in the Notice dated 22nd August, 2017 of the Company, by sending my/ our assent (FOR) or dissent (AGAINST) to the said resolution by placing a tick (✓) mark at the appropriate box below:

Item No.	Particulars of Resolutions	Number of shares	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
1.	Special Resolution for Alteration in Object Clause of Memorandum of Association			
2.	Special Resolution for Variation in the terms of "Objects of the Issue" mentioned in the Company's Prospectus dated 20th Feb, 2017			

Place:

Date:

Signature of the Member(s)

Instructions for Voting by Physical Postal Ballot Form

1. Members while exercising their votes by Physical Postal Ballot Form are requested to read these instructions carefully
2. The voting rights for the shares are one vote per equity share which is fully paid, registered, in the name of the Member / Beneficial Owners as on the cut-off date i.e. Tuesday, 22nd August, 2017.
3. Voting by Postal Ballot in physical form can be exercised only by the Member or his/her duly constituted attorney or, in case of bodies corporate, the duly authorized person.
4. There will be only one Postal Ballot Form for every folio / client ID irrespective of the number of Joint Member(s).
5. Voting rights in a Postal Ballot cannot be exercised by a Proxy.
6. The Scrutinizer's decision on the validity of a Postal Ballot shall be final.
7. A Member desirous of exercising vote by physical postal ballot should complete the Form in all respects and send it after signature to the Scrutinizer. The postage expenses for sending the duly filled postal ballot to scrutinizer will be reimburse to the member who incurred the expenses.
8. Members are requested to convey their assent or dissent in this Postal Ballot Form only by placing a tick mark (✓) in the appropriate column. The assent or dissent received in any other form or manner shall be considered as invalid.
9. The envelope which contain duly filled Postal Ballot form should bears the name and address of the Scrutinizer appointed by the Board of Directors of the Company.
10. The Postal Ballot Form should be signed by the Member as per specimen signature registered with the Registrar/Depository. In case, shares are jointly held, this Postal Ballot Form should be completed and signed (as per specimen signature registered/ recorded with the Registrar/Depository) by the first named Member and in his/her absence, by the next named Member. In case of shares held by Companies, trusts, societies, etc., the duly completed Postal Ballot Form should be accompanied by a certified copy of the Board Resolution/Authority Letter giving requisite authority to the person voting on the Postal Ballot Form.
11. The number of shares in respect of which votes are cast should be mentioned in the column, in the absence of which, all the votes shall be deemed to have been cast as per the tick mark placed by the Member in the respective column.
12. Members are requested not to send any other paper along with the Postal Ballot Form 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.
13. Postal Ballot Forms with following deficiencies will be rejected on the following grounds:
 1. If the form other than one issued by the Company has been used.
 2. If the Postal Ballot Form has not been signed by or on behalf of the Member.
 3. If the signature on the Postal Ballot Form doesn't match the specimen signatures with the Company/ Depository Participant.
 4. If it is not possible to determine without any doubt the assent or dissent of the Member.
 5. If neither assent nor dissent is mentioned.
 6. Any competent authority has given directions in writing to the Company to freeze the Voting Rights of the Member.
 7. If the envelope containing the postal ballot form is received after the last date Prescribed.
 8. If the postal ballot form, signed in a representative capacity, is not accompanied by a certified copy of the relevant specific authority.
 9. If the Postal Ballot Form is defaced /mutilated in such a way that its identity as a genuine form cannot be established.
 10. If a Member has made any amendment to the resolution or imposed any condition while exercising his vote.

Any queries/grievances pertaining to voting by physical postal ballot can be addressed to the Company Secretary & Compliance Officer at the Registered Office of the Company or by sending an e-mail at cs@rmcindia.in.