

SPBP TEA PLANTATION LIMITED

CIN: L01132AS1982PLC007417

Registered Office: Jaipur Tea Estate, P.O.Jeypore, Dist. Dibrugarh, Assam-786614

POSTAL BALLOT FORM

(To be returned to the Scrutinizer appointed by the Company)

SL. No.

	Name & Registered Address of the Shareholder(s) (In block letters)	:	
	Name of the Joint Holder(s) if any	:	
	Registered address of the sole/first named Shareholder	:	
	Registered Folio No. / DP ID No./ Client ID No.	:	
	No. of equity shares held	:	

I/We hereby exercise my/our vote in respect of the **Special Resolution** to be passed through Postal Ballot for the business stated in the enclosed Notice dated 07/10/2016, of the Company by sending my/our assent or dissent to the said Resolution by placing the tick (√) mark at the appropriate box below:

Item No.	Items	No. of equity shares	I/We assent to the Resolution	I/We dissent to the Resolution
1.	Special Resolution under the provisions the Companies Act, 2013 and Securities and Exchange Board of India (Delisting of Equity Shares) Regulations, 2009 to consider the Delisting of the equity shares of the Company from The Calcutta Stock Exchange Limited.			

Place:

Date:

Signature of the Shareholder

ELECTRONIC VOTING PARTICULARS

Regd. Folio/DP ID & Client ID:			
Name and Address of the Shareholder:			
(1) EVSN (E-Voting Sequence Number)	(2) USER ID	(3) PAN/PASSWORD	(4) BANK ACCOUNT NO.
			(See Note No.1)

Note:

1. Where Bank Account Number is not registered with the Depositories or Company please enter your User Id. as mentioned in column (2) above.
2. Please read the Instructions printed under the Note No. 9 to the Postal Ballot Notice dated 07/10/2016. The E-Voting period starts from 9.00 A.M on 20/10/2016 and ends at 5.00P.M on 18/11/2016, the E-voting module shall be disabled by CDSL for voting thereafter.
3. If the voting rights are exercised electronically, there is no need to use this form.
4. Please read carefully the instructions overleaf before exercising your vote.
5. Please note that the last date for receipt of Postal Ballot Forms by the Scrutinizer is 18/11/2016.
6. The procedures relating to issue of duplicate postal ballot and the instances when the postal ballot form shall be treated as invalid are mentioned overleaf.
7. A postal ballot form, which is otherwise complete in all respects and is lodged within the prescribed time limit but is undated, shall be considered invalid.

INSTRUCTIONS

1. The shareholders are requested to exercise their voting rights by using the attached Postal Ballot Form Only.
2. A shareholder desiring to exercise vote by Postal Ballot may complete this Postal Ballot Form and send it to the Scrutinizer in the attached self-addressed, pre-paid postage envelopes. However, envelopes containing Postal Ballots, if deposited in person or sent by courier/ registered post at the expense of the registered shareholder will also be accepted.
3. The self-addressed, pre-paid postage envelope bears the address of the Scrutinizer appointed by the Board of Directors of the Company.
4. There shall be one Postal Ballot Form for every Folio/Client ID irrespective of the number of joint holders. A proxy shall not exercise the Postal Ballot. No other form or photocopy of the form is permitted. Postal Ballot Form and self addressed, prepaid postage envelopes are enclosed.
5. Only a shareholder who is entitled to vote is entitled to exercise his/her vote through Postal Ballot. The Voting rights of every shareholder shall be reckoned on the basis of the paid-up value of the shares registered in the name(s) of the shareholder(s) on the date of notice. The date of dispatch of notice will be announced through advertisement in newspaper(s) and any recipient of this notice who has no voting rights as on the aforesaid date should treat the same as intimation only.
6. The form should be completed and signed by the shareholder as per the specimen signature registered with the Company.
7. Incase of joint holding, this form should be completed and signed (as per specimen signature signed by the Company) by the first named Shareholder and in his absence, by the next name Shareholder. Unsigned/ Incomplete Postal Ballot forms will be rejected.

8. Postal Ballot Form signed in the representative capacity ***must be accompanied by the requisite certified true copy of Power of Attorney/ Resolution of Board of Directors.*** If the same is / are already registered with the Company, please quote the registration number.
9. Duly completed Postal Ballot Form(s) should reach the Scrutinizer not later than the close of working hours on 18/11/2016. Postal Ballot Form(s) received after this date will be strictly treated as if the reply from such shareholder has not been received.
10. The Scrutinizer's decision on the validity of the Postal Ballot will be final.
11. The results of the Postal Ballot will be announced on 21/11/2016 at 3.00 P.M at the Head Office of the Company at 1, Crooked Lane, Kolkata-700069 and thereafter published in the newspaper.
12. The date of declaration of the Postal Ballot Result will be taken to be the date of passing of resolutions proposed by this notice.
13. Shareholders are requested not to send any other paper along with the Postal Ballot form. They are also requested not to write anything on the Postal Ballot Form except giving their assent or dissent and putting their signature.