



Tourism Finance Corporation of India Ltd.

(CIN L65910DL1989PLC034812)

Regd. Office: 4th Floor, Tower 1, NBCC Plaza, Sector V, PushpVihar, Saket, New Delhi-110 017.

website: www.tfcilt.com Phone: 011-29561180 Fax: 011-29561171

Email: complianceofficer@tfcilt.com

POSTAL BALLOT NOTICE

To
The Member(s),
Tourism Finance Corporation of India Ltd.

Notice is hereby given pursuant to Section 110 of the Companies Act, 2013 ("the Act") read with Rule 22 of Companies (Management and Administration) Rules, 2014, Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") (including any statutory modifications or re-enactments thereof for the time being in force) and other applicable laws and regulations/secretarial standards to transact the following Special Business by the Members of Tourism Finance Corporation of India Ltd. ("the Company") by passing the Resolutions as set out herein below by way of postal ballot including voting by electronic means.

The draft resolutions proposed to be passed by way of postal ballot and the Explanatory Statement under Section 102(1) of the Act, setting out the material facts and reasons for the proposed resolutions are being sent along with Postal Ballot Form for your consideration.

Members desiring to exercise their vote by postal ballot are requested to carefully read the instructions printed on the Postal Ballot Form and return the completed form in the enclosed self-addressed business reply envelope (if posted in India) so as to reach the Scrutinizer on or before 5.00 p.m. on **Tuesday, November 12, 2019**, the last date for receipt of the completed Postal Ballot Forms, failing which, it will be strictly considered that no reply has been received from the Member. Postal Ballot Form(s), if sent by courier or by registered post / speed post at the expense of the Member(s) will also be accepted. The Postal Ballot Form(s) may also be deposited personally at the address given on the self-addressed business reply envelope.

In compliance with Regulation 44 of the Listing Regulations and Section 108 of the Act read with Rule 20 of the Companies (Management and Administration) Rules, 2014, the Company is pleased to provide an option to the Members to cast vote by way of e-voting instead of sending physical Postal Ballot Form. The Company has engaged the services of Central Depository Services (India) Limited (CDSL) to provide e-voting facility to the Members of the Company. The e-voting facility is available at the link www.evotingindia.com till 5.00 p.m. on **Tuesday, November 12, 2019**. It may be noted that e-voting is optional.

Please carefully read and follow the instructions on e-voting printed in the Notice. In case the Member has exercised the vote in physical as well as electronic mode, the vote by electronic mode will only be considered valid.

The Resolution, if passed by requisite majority, shall be deemed to have been passed on the last date for receipt of duly completed postal ballot forms or e-voting.

1. Re-classification of IFCI Ltd from 'promoter' category to 'public' category.

To consider and, if thought fit, to pass, with or without modifications, the following resolution as an Ordinary Resolution:

"RESOLVED THAT pursuant to Regulation 31A and all other applicable provisions of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (including any amendments made thereto) (hereinafter referred to as "Listing Regulations") and other applicable laws, and subject to necessary approvals from the Stock Exchanges and other appropriate statutory authorities, as may be necessary, the consent of the shareholders of the Company be and is hereby accorded for re-classification of IFCI Limited, currently classified as one of the Promoter Shareholders of the Company holding

5,41,691 equity shares aggregating to 0.67% of paid up capital of the Company, from 'promoter' category to 'public' category.

RESOLVED FURTHER THAT any of the Managing Director or Whole Time Director or the Company Secretary of the Company, be and are hereby severally or jointly authorized to submit application for reclassification to the Stock Exchanges wherein securities of the Company are listed or any other regulatory body as may be required and to take such steps expedient or desirable to give effect to this resolution.

RESOLVED FURTHER THAT upon receipt of approval from the Stock Exchanges on application made by the Company for reclassification of IFCI Limited, the Company shall effect such reclassification in the shareholding pattern from the immediate succeeding quarter under Regulation 31 of Listing Regulations and in compliance with Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011, Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 and other applicable provisions.

RESOLVED FURTHER THAT a copy of the above resolution certified by any one of the Directors or Company Secretary be submitted to the concerned authorities and they be requested to act upon the same."

2. Extension of the tenure of Shri B.M. Gupta for further period of 6 months from 1.10.2019 to 31.3.2020.

To consider and, if thought fit, to pass, with or without modifications, the following resolution as an Ordinary Resolution:

RESOLVED THAT subject to the provisions of Sections 196, 197 and 203 read with Schedule V to the Act and all other applicable provisions of the Companies Act, 2013 and the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 (including any statutory modification(s) or reenactment thereof for the time being in force), and Article 161 of the Articles of Association of the Company and such other approvals as may be required and such modification and conditions, if any, which the Board of Directors is hereby authorised to accept, consent of the members, be and is hereby accorded to extend the tenure of Shri B.M.Gupta(DIN: 00065035), as Whole Time Director for a further period of 6 months i.e. from October 1, 2019 upto March 31, 2020 on the existing pay structure as under:

Subject	Pay/ Facilities
Basic Pay	Rs.1,27,500 p.m. in the pay scale of Rs.1,20,500 – 3500(2)-127500 (3 years) Plus additional basic pay of Rs.50,000 per month plus other attendant benefits
Promotional Allowance	As per rules of TFCI presently Rs.30,000 p.m.
DA	Applicable D.A. rates from time to time presently 68.10% of basic pay
CAIIB allowance	As per rules of TFCI presently Rs.7,000 p.m.
HRA	As per rules of TFCI presently Rs.26,625 p.m.
Conveyance	As per rules of TFCI presently 340 litres of petrol and maintenance Rs.4,000 p.m. plus Driver salary @ Rs.19,000 p.m.
Reimbursement of Telephone/ Mobile Bills	As per the rules of TFCI presently Rs.11,278 p.m. on declaration basis.



Newspaper/Book Grant	As per the rules of TFCI presently Rs.2,083 p.m. on declaration basis
Electricity	As per the rules of TFCI presently Rs.2,560 p.m.(400 units @ 6.40 per unit) on declaration basis
Personal Allowance	As per rules of TFCI presently Rs.550 p.m
Special Compensatory Allowance	As per rules of TFCI presently Rs.1500 p.m.
Fixed Personal Allowance	As per rules of TFCI presently Rs.3880 p.m.
Household Help Reimbursement	As per rules of TFCI presently Rs.8000 p.m.
Travelling, Boarding and Lodging	As per rules of TFCI.
Medical Benefits	Expenses incurred for self and dependent family members, in India as per rules of TFCI.
Personal Accident Insurance	As per the rules of TFCI.
Leave Travel Concession	As per the rules of TFCI.
Entertainment Allowance	As per the rules of TFCI presently Rs.40,000 p.a. on declaration basis.
Gratuity	As per the rules of TFCI.
Leave/Leave Encashment	As per Staff Regulations of the Company.
Performance Linked Incentive	As decided by the Board of Directors/ Remuneration & Compensation Committee of Directors, from time to time.
Provident Fund	As per the rules of TFCI.
Pension Benefits	15% of pay (basic and allowances on which DA is admissible)
Other perquisites	House Building Advance, Conveyance/ consumer Durable Advance, Festival Advance, Reimbursement of Briefcase, mobile, lunch subsidy, spectacles etc. as per the rules of TFCI.

RESOLVED FURTHER THAT in the event of absence or inadequacy of profit in any financial year during his tenure, the aforesaid remuneration shall be paid as minimum remuneration subject to compliance of provision of Schedule V to the Companies Act, 2013 or any statutory modification(s) or re-enactment(s) thereof as in force from time to time.

RESOLVED FURTHER THAT the Board of Directors (hereinafter referred to as "the Board" which term shall be deemed to include the Nomination and Remuneration Committee constituted by the Board) be and is hereby authorized to fix, increase, alter and to vary the remuneration consisting salary, perquisites, allowance etc. within the ceiling limits in that behalf as laid down in Schedule V to the Companies Act, 2013 or any statutory modification(s) or re-enactment thereof.

RESOLVED FURTHER THAT for the purpose of giving effect to this resolution, the Board of Directors of the Company be and is hereby authorised to do all such acts, deeds and things as may be deemed necessary or desirable or to settle any question or difficulty that may arise, in such manner as it may deem fit."

By Order of the Board of Directors

Date : October 4, 2019
Place : New Delhi

(Sanjay Ahuja)
Company Secretary

NOTES and Instructions:

1. Explanatory Statement stating the material facts and reasons for the proposed Resolution No. 1 and 2 pursuant to Section 102(1) of the Act is annexed herewith.
2. The Notice of Postal Ballot is being sent to all the Members, whose names appear in the Register of Members/ List of Beneficial Owners as received from the National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL) as on **Friday, September 27, 2019**. The Postal Ballot Notice is being sent to Members in electronic form to the e-mail addresses registered with their Depository Participants (in case of electronic shareholding)/ the Company's Registrar and Share Transfer Agent (in case of physical shareholding). For Members, whose email Ids are not registered, physical copies of the Postal Ballot Notice are being sent by permitted mode along with a self-addressed business reply envelope.
3. There will be only one Postal Ballot Form for every folio irrespective of the number of Joint Shareholder(s).
4. Voting rights in the postal ballot / e-voting cannot be exercised by a proxy, though corporate and institutional shareholders shall be entitled to vote through their authorised representatives, with proof of their authorization.
5. Members desiring to exercise vote by physical Postal Ballot Form are requested to carefully read the instructions printed overleaf the Postal Ballot Form and return the form duly completed and signed in the attached self – addressed business reply envelope so as to reach the Scrutinizer not later than 5.00 p.m. on **Tuesday, November 12, 2019**. Envelopes containing Postal Ballot Form(s), if deposited in person or sent by courier or registered / speed post at the expense of the shareholder will also be accepted.
6. In compliance with Section 108 and 110 of the Act read with Companies (Management and Administration) Rules, 2014 made thereunder and Regulation 44 of Listing Regulations, the Company is offering e-voting facility to all the Members of the Company to enable them to cast their votes electronically and has engaged the services of CDSL for the same. The e-voting facility is available at the link <https://www.evotingindia.com>. The instructions for electronic voting form part of this Notice.
7. The shareholders can opt for only one mode of voting, i.e. either by physical Postal Ballot Form or e-voting. If you are opting for e-voting, then do not vote by physical Postal Ballot also and vice versa, however, in case shareholders cast their vote by both physical Postal Ballot and e-voting, then voting done through valid e-voting shall prevail and voting by Physical Postal Ballot will be treated as invalid.
8. Voting rights shall be reckoned on the paid-up value of shares registered in the names of the Members as on **Friday, September 27, 2019**. The voting period begins on **Monday, October 14, 2019** at 9.00 a.m. and ends on **Tuesday, November 12, 2019** at 5.00 p.m.
9. The Board of Directors of the Company has appointed Shri A.N.Kukreja, Practicing Company Secretary of M/s A.N.Kukreja & Co. New Delhi (COP No.2318) as Scrutinizer for conducting the voting process through Postal Ballot / e-voting in accordance with the law and in a fair and transparent manner.
10. The Scrutinizer will submit his report to the Chairman of the Company after completion of scrutiny and the result of the voting by postal ballot will be announced by the Chairman or a person duly authorized by him in writing on or before **Thursday, November 14, 2019** by 5.00 p.m. at the Registered Office of the Company and shall also be displayed on the Company's website (www.tfcilt.com), notice board at the Registered Office of the Company and communicated to BSE Limited and National Stock Exchange of India Limited where the shares of the Company are listed, CDSL and Registrar and Share Transfer Agent.



11. The Resolutions, if passed by requisite majority, shall be deemed to have been passed on the last date specified by the Company for receipt of duly completed Postal Ballot Forms or e-voting i.e. **Tuesday, November 12, 2019.**
12. In case any member has queries, grievances or issues relating to Postal Ballot, members are requested to write an email to helpdeskdelhi@mcsregistrars.com or may write to M/s MCS Share Transfer Agents Ltd. at F-65, 1st Floor, Okhla Industrial Area, Phase-1, New Delhi-110020 phone No.011-41406149/51/52 and for any queries, grievances or issues related to e-voting, members may refer to the Frequently Asked Questions and e-voting manual available at www.evotingindia.com, underhelp section or write an email to helpdesk.evoting@cdslindia.com or contact on Phone Number: 1800225533.

INSTRUCTIONS FOR E-VOTING:

- (i) The voting period begins on **Monday, October 14, 2019** at 9.00 a.m. and ends on **Tuesday, November 12, 2019** at 5.00 p.m. During this period shareholders of the Company, holding shares either in physical form or in dematerialized form, as on Friday, September 27, 2019 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter.
- (ii) The shareholders should log on to the e-voting website www.evotingindia.com.
- (iii) Click on Shareholders/Members.
- (iv) Now Enter your User ID
 - a. For CDSL: 16 digits beneficiary ID,
 - b. For NSDL: 8 Character DP ID followed by 8 Digits Client ID,
 - c. Members holding shares in Physical Form should enter Folio Number registered with the Company.
- (v) Next enter the Image Verification as displayed and Click on Login.
- (vi) If you are holding shares in demat form and had logged on to www.evotingindia.com and voted on an earlier voting of any company, then your existing password is to be used.
- (vii) If you are a first time user follow the steps given below:

	For Members holding shares in Demat Form and Physical Form
PAN	<p>Enter your 10 digit alpha-numeric PAN issued by Income Tax Department (Applicable for both demat shareholders as well as physical shareholders)</p> <ul style="list-style-type: none"> • Members who have not updated their PAN with the Company/Depository Participant are requested to use the first two letters of their name and the 8 digits of the sequence number in the PAN field. Sequence number is the serial number printed on the post ballot form. • In case the sequence number is less than 8 digits enter the applicable number of 0's before the number after the first two characters of the name in CAPITAL letters. Eg. If your name is Ramesh Kumar with sequence number 1 then enter RA00000001 in the PAN field.
Dividend Bank Details OR Date of Birth (DOB)	<p>Enter the Dividend Bank Details or Date of Birth (in dd/mm/yyyy format) as recorded in your demat account or in the company records in order to login.</p> <ul style="list-style-type: none"> • If both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field as mentioned in instruction (iv).

- (viii) After entering these details appropriately, click on "SUBMIT" tab.
- (ix) Members holding shares in physical form will then directly reach the Company selection screen. However, members holding shares in demat form will now reach 'Password Creation' menu wherein they are required to mandatorily enter their login password in the new password field. Kindly note that this password is to be also used by the demat holders for voting for resolutions of any other company on which they are eligible to vote, provided that company opts for e-voting through CDSL platform. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (x) For Members holding shares in physical form, the details can be used only for e-voting on the resolutions contained in this Notice.
- (xi) Click on the EVSN of TOURISM FINANCE CORPORATION OF INDIA LIMITED on which you choose to vote.
- (xii) On the voting page, you will see "RESOLUTION DESCRIPTION" and against the same the option "YES/NO" for voting. Select the option YES or NO as desired. The option YES implies that you assent to the Resolution and option NO implies that you dissent to the Resolution.
- (xiii) Click on the "RESOLUTIONS FILE LINK" if you wish to view the entire Resolution details.
- (xiv) After selecting the resolution you have decided to vote on, click on "SUBMIT". A confirmation box will be displayed. If you wish to confirm your vote, click on "OK", else to change your vote, click on "CANCEL" and accordingly modify your vote.
- (xv) Once you "CONFIRM" your vote on the resolution, you will not be allowed to modify your vote.
- (xvi) You can also take a print of the votes cast by clicking on "Click here to print" option on the Voting page.
- (xvii) If a demat account holder has forgotten the login password then Enter the User ID and the image verification code and click on Forgot Password & enter the details as prompted by the system.
- (xviii) Shareholders can also cast their vote using CDSL's mobile app m-Voting available for android based mobiles. The m-Voting app can be downloaded from Google Play Store. Apple and Windows phone users can download the app from the App Store and Windows stores respectively. Please follow the instructions as prompted by the mobile app while voting on your mobile.
- (xix) **Note for Non – Individual Shareholders and Custodians**
 - Non-Individual shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodian are required to log on to www.evotingindia.com and register themselves as Corporates.
 - A scanned copy of the Registration Form bearing the stamp and sign of the entity should be emailed to helpdesk.evoting@cdslindia.com.
 - After receiving the login details a Compliance User should be created using the admin login and password. The Compliance User would be able to link the account(s) for which they wish to vote on.
 - The list of accounts linked in the login should be mailed to helpdesk.evoting@cdslindia.com and on approval of the accounts they would be able to cast their vote.
 - A scanned copy of the Board Resolution and Power of Attorney (POA) which they have issued in favour of the Custodian, if any, should be uploaded in PDF format in the system for the scrutinizer to verify the same.



(xx) In case you have any queries or issues regarding e-voting, you may refer the Frequently Asked Questions ("FAQs") and e-voting manual available at www.evotingindia.com, under help section or write an email to helpdesk.evoting@cdslindia.com.

Explanatory Statement pursuant to Section 102(1) of the Companies Act, 2013

Item No. 1

In terms of Regulation 31A of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended (hereinafter referred as "Listing Regulations"), the Stock Exchange(s) where the Company's equity shares are listed may allow re-classification of promoters as public shareholders or vice versa subject to fulfilment of conditions as provided therein.

In this regard, the Company has received a request from IFCI Limited (IFCI), one of the promoter shareholder under Regulation 31A of the Listing Regulations for re-classification to the 'Public' category ("Request"). IFCI has also furnished an undertaking confirming that IFCI shall comply with the conditions set out in the Listing Regulations upon re-classification as a 'public' shareholder ("Undertaking"). The Request and the Undertaking received from IFCI was placed before the Board of Directors at its meeting held on May 29, 2019. IFCI is currently holding 5,41,691 equity shares aggregating to 0.67% of paid up capital of the Company.

The Board noted that IFCI together with any other person does not hold more than 10% of total voting rights in the Company.

IFCI is not associated with the business of the Company in any manner and do not exercise direct or indirect control over the affairs of the Company. IFCI do not have any representation on the Board of Directors and is not Key Managerial Personnel of the Company and is not engaged in day to day affairs of the Company. IFCI do not in any manner influence the decision taken by the Company and do not have any special rights in the Company through formal or informal arrangements with the Company including any shareholder agreements.

The Board also took note of the representations furnished by IFCI confirming that IFCI is not (i) a fugitive economic offender under section 12 of the Fugitive Economic Offenders Act, 2018; or (ii) a wilful defaulter per the guidelines issued by the Reserve Bank of India.

The Board of Directors of the Company considered the facts stated above and accepted the Request for re-classification of IFCI from the 'promoter' category to the 'public' category. In accordance with the Listing Regulations, the Board of Directors has recommended passing the Ordinary Resolution as set out in the Notice, for approval of the shareholders.

In accordance with the Listing Regulations, upon re-classification to the 'public' category, IFCI shall not (i) hold more than 10% of the total voting rights in the Company; (ii) exercise control over the affairs of the Company directly or indirectly; (iii) have any special rights with respect to the listed entity through formal or informal arrangements including through any shareholder agreements. Further, IFCI shall not be represented on the Board of Directors of the Company (including through a nominee director) or act as a key managerial personnel of the Company for a period of at least three years from date on which the stock exchanges approve its re-classification in the 'public' category.

The Company is in compliance with the requirement for minimum public shareholding as required under Regulation 38 of the Listing

Regulations. The Company do not have any outstanding dues to the Securities and Exchange Board of India, the stock exchanges where its equity shares are listed ("Stock Exchanges") or the depositories. Further, trading in the equity shares of the Company has not been suspended by the Stock Exchanges.

The relevant documents in this regard are available for inspection in physical and/or electronic form, between 11.00 A.M. to 1.00 P.M. on all working days, till November 12, 2019 at the Registered office of the Company.

In accordance with the Listing Regulations, IFCI shall not vote on this resolution. The Board recommends the resolution set out in item no. 1 of the Notice for approval of the members of the Company. None of Directors or Key Managerial Personnel of the Company and their relatives is concerned or interested, financially or otherwise, in the resolution, except to the extent of their shareholding in the Company.

Item No. 2

The members at 30th Annual General Meeting held on August 9, 2019 approved appointment of Shri B.M.Gupta (DIN: 00065035), as Whole Time Director w.e.f. date of approval of RBI viz. January 25, 2019 till September 30, 2019 or the date of 30th AGM whichever is later. As such, Shri B.M.Gupta was superannuating on September 30, 2019. The Board of Directors on the recommendation of the Nomination and Remuneration Committee at its meeting held on August 9, 2019 approved to extend the tenure of Shri B.M.Gupta, as Whole Time Director for a further period of 6 months i.e. upto March 31, 2020 on the existing pay structure subject to the approval of the shareholders.

Shri B.M.Gupta age 61 years has more than 42 years of experience in Banking, Finance, Legal, Management, Accounts and Taxation etc. Shri Gupta, after completing his B.Com (Hons) from Shri Ram College of Commerce, Delhi University, did his Masters in Commerce and M.B.A. (Finance) from Delhi University. He also holds Masters Degree in Economics from Rajasthan University besides Law Degree from Delhi University. He has also been an Associate of the Indian Institute of Bankers. He started his banking career with Union Bank of India in November, 1976 and joined Oriental Bank of Commerce as Probationary Officer in May, 1980. He joined Tourism Finance Corporation of India Ltd. in 1993 and has been holding the rank of Executive Director since September, 2015 and overseeing the overall operations of the Corporation since then. He is member of CSR Committee, Executive Committee, Risk Management and IT Committee of Directors of the Company. He is not a director in any other company. He does not hold any shares of the Company.

The remuneration payable to WTD is within the ceiling limits in that behalf as laid down in Schedule V to the Companies Act, 2013. The Board recommends the resolution set out in item no. 2 of the Notice for approval of the members of the Company.

None of Directors or Key Managerial Personnel of the Company and their relatives except Shri B.M.Gupta is concerned or interested, financially or otherwise, in the resolution, except to the extent of their shareholding in the Company.

By Order of the Board of Directors

Date : October 4, 2019

Place : New Delhi

(Sanjay Ahuja)
Company Secretary



TOURISM FINANCE CORPORATION OF INDIA LIMITED

(CIN L65910DL1989PLC034812)

Regd. Office: 4th Floor, Tower 1, NBCC Plaza, Sector V, PushpVihar, Saket, New Delhi-110 017.

website: www.tfcilt.com Phone: 011-29561180 Fax: 011-29561171 Email: complianceofficer@tfcilt.com

POSTAL BALLOT FORM

Sr. No.

1. Name(s) of member(s) (in block letters)
2. Registered address of the sole/first named member (including joint holders, if any)
3. Registered Folio No. / DP ID No./Client ID No.*
(*Applicable to investors holding shares in dematerialized form)
4. Number of equity shares held

I/We hereby exercise my/our vote in respect of the below mentioned Resolutions to be passed through postal ballot/ e-voting for the business stated in the notice of Postal Ballot issued by the Company dated October 4, 2019, by conveying my/our assent or dissent to the said resolutions in the following manner:

Item No.	Resolution Summary	No. of shares held	I/We assent to the resolution {FOR} (Please tick)	I/We dissent to the resolution {AGAINST} (Please tick)
1.	Re-classification of IFCI Ltd from 'promoter' category to 'public' category.			
2.	Extension of the tenure of Shri B.M. Gupta for further period of 6 months from 1.10.2019 to 31.3.2020.			

Place :

Date :

(Signature of the Member(s))

Note:

1. Please read the instructions carefully printed in the Postal Ballot Form and in the Notice of the Postal Ballot carefully before exercising your vote.

INSTRUCTIONS

1. Members desiring to exercise their votes by Physical Postal Ballot Form are requested to read the instruction carefully on the Postal Ballot Form and return the Form duly completed and signed in the attached self-addressed pre-paid Business Reply Envelop. However, envelope(s) containing Postal Ballot Form, if sent by courier or registered / speed post at the expense of the Members will also be accepted.
2. Assent or dissent to the proposed resolutions may be recorded by placing a tick mark (✓) in the appropriate column. Postal Ballot Form bearing (✓) mark in the both column will render the form invalid. Unsigned, incomplete or incorrectly ticked Postal Ballot Forms shall be rejected.
3. The voting in this Postal Ballot cannot be exercised through proxy.
4. There will be one Postal Ballot Form / e-voting for every Client ID / Folio No., irrespective of the number of joint holders.
5. Voting rights shall be reckoned on the paid up value of shares registered in the name of the Member as on Friday, September 27, 2019.
6. 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 absence, by the next named Member. A Member may sign the Postal Ballot Form through an Attorney, in such case certified true copy of the Power of Attorney should be attached to the Postal Ballot Form.
7. Duly completed Postal Ballot Form should reach the Scrutinizer not later than the close of working hours i.e. 5:00 p.m. (IST) on Tuesday, November 12, 2019. All Postal Ballot Forms received after this date will be strictly treated as if the reply from the Members(s) has not been received.
8. Members who do not receive the Postal Ballot Form may download the Postal Ballot Form from the Company's website at www.tfcilt.com or may send an email to the Company at complianceofficer@tfcilt.com
9. In case of shares held by Companies, Trusts, Societies, etc. the duly completed Postal Ballot Form should be accompanied by a certified true copy of the Board Resolution / Authorization together with specimen signature(s) of the duly authorized signatories.
10. A Member neither needs to use all his / her votes nor needs to cast all his / her votes in the same way.
11. Members are requested not to send any other paper along with the Postal Ballot Form.
12. The Company is also offering remote e-voting facility as an alternate for all the Members of the Company to enable them to cast their vote(s) electronically, instead of dispatching Postal Ballot Form. The detailed procedure is enumerated in the Notes to the Postal Ballot Notice.
13. A Member can opt for only one mode of voting, i.e. either through e-voting or by Postal Ballot Form. If a Member casts vote by both modes, then voting done through e-voting shall prevail and Postal Ballot Form shall be treated as invalid.
14. The Scrutinizer's decision on the validity of Postal Ballot Form shall be final.
15. The result of Postal Ballot will also be published in the newspapers within 48 hours of declaration of results