

VINAYAK POLYCON INTERNATIONAL LIMITED

Regd. Office: 312, Navjeevan Complex, 29, Station Road, Jaipur – 302 006

Phone: 0141-2377007, Fax: 0141-2378830. E-Mail: investor@vinayakpolycon.com Website: www.vinayakpolycon.com

CIN No. L25209RJ2009PLC030620

Electronic Voting Slip

- | Sl. No. | Particulars |
|---------|--|
| 1. | Name & Registered Address of the First Named Shareholder (in Block letters) |
| 2. | Registered Folio No. / *Client ID No.
(*Applicable to investors holding shares in dematerialized form) |
| 3. | Number of Shares held |

Dear Member,

Sub: Voting through electronic means

Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014, Vinayak Polycon International Limited (“VPIL” or “the Company”) is offering e-voting facility to its members in respect of the business to be transacted at the fifth Annual General Meeting scheduled to be held on Saturday, 6th September, 2014 at 3.00 p.m.

The Company has engaged the services of Central Depository Services Limited (“CDSL”) as the Authorised Agency to provide e-voting facilities. The e-voting particulars are set out below:

<u>EVEN (E voting event number)</u>	<u>USER ID</u>	<u>PAN</u>
140806027		

The e-voting facility will be available during the following voting period:

Commencement of e-voting : From 10.00 a.m. on September 1, 2014

End of e-voting : Up to 6.00 p.m. on September 3, 2014

The cut-off date (i.e. the record date) for the purpose of e-voting is August 1, 2014.

Please read the instructions printed overleaf before exercising the vote. This communication forms an integral part of the Notice dated July 14, 2014 for the fifth Annual General Meeting scheduled to be held on September 6, 2014. A copy of the said Notice is sent herewith for reference. Attention is invited to the statement on the accompanying Notice that the business of the meeting may be transacted through electronic voting system and that the company is providing facility for voting by electronic means.

The Notice of Annual General Meeting and this Communication are also available on the website of the Company at www.vinayakpolycon.com.

Jaipur
August 06, 2014

Yours faithfully,
For Vinayak Polycon International Limited

Vikram Baid
Whole Time Director

INSTRUCTIONS

The procedure and instructions for e-voting are as under:

In case of members receiving e-mail:

- I. Log on to the e-voting website www.evotingindia.com.
- II. Now click on “Shareholders” tab to cast your votes.
- III. Now, select “Vinayak Polycon International Limited” from the drop down menu and click on “SUBMIT”.
- IV. If you are holding shares in Demat form and have already voted earlier on www.evotingindia.com for a voting of any Company, then your existing login id and password are to be used. If you are a first time user follow the steps given below.
- V. Now, fill up the following details in the appropriate boxes.
- VI.

	<u>For members holding shares in D-mat Form</u>	<u>For members holding shares in Physical Form</u>
USER ID	a) For NSDL: 8 Character DP ID followed by 8 digits Client ID b) For CDSL: 16 digits beneficiary ID (As given overleaf in the Box)	Folio No. registered with the Company (As given overleaf in the Box)
PAN*	Enter your 10 digit alpha-numeric *PAN issued by Income Tax Department when prompted by the system while e-voting (applicable for both demat shareholders as well as physical shareholders) (As given overleaf)	
DOB	Enter the Date of Birth as recorded in your demat account or in the company records for the said demat account or folio in dd/mm/yyyy format.	
Bank Details#	Enter the Dividend Bank Details as recorded in your demat account or in the company records for the said demat account or folio.	

*Members who have not updated their PAN with the Company/Depository Participant are requested to use the password provided overleaf.

Please enter any one of the details in order to login. In case both the details are not recorded with the depository or company please enter the member id / folio number in the Dividend Bank details field.

- VII. After entering these details appropriately, click on “SUBMIT”.
- VIII. Members holding shares in physical form will then reach directly 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.
- IX. Click on the “Vinayak Polycon International Limited” to vote.
- X. On the voting page, you will see Resolution Description and against the same the option ‘YES/NO’ for voting. Enter the number of shares (which represents number of votes) under YES/NO or alternatively you may partially enter any number in YES and partially in NO, but the total number in YES and NO taken together should not exceed your total shareholding.
- XI. Click on the Resolution File Link if you wish to view the entire Annual General Meeting Notice.
- XII. 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.
- XIII. Once you ‘CONFIRM’ your vote on the resolution, you will not be allowed to modify your vote.
- XIV. You can also update your mobile number and e-mail ID in the user profile details of the folio which may be used for sending communication(s) regarding CDSL e-voting system in future. The same may be used in case the Member forgets the password and the same needs to be reset.
- XV. You can also take out print of the voting done by you by clicking on “Click here to print” option on the Voting page.
- XVI. If Demat account holder has forgotten the changed password then enter the User ID and Captcha Code click on Forgot Password & enter the details as prompted by the system.
- XVII. Bodies Corporate and Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to log on to <https://www.evotingindia.co.in> and register themselves, link their account which they wish to vote on and then cast their vote. They should upload a scanned copy of the Board Resolution and POA in favor of the Custodian who they have authorized to vote on their behalf, in PDF format in the system for the scrutinizer to verify the vote. A copy of the board resolution may also be sent to the Scrutinizer’s e-mail id at cs@vmandaonline.com.
- XVIII. The voting period begins on 01.09.2014 at 9.00 a.m. and ends on 03.09.2014 at 6.00 p.m. During this period shareholders’ of the Company, holding shares either in physical form or in dematerialized form, as on the cut-off date 01.08.2014 may cast their vote electronically. The e-voting module shall be disabled by CDSL for voting thereafter. Once the vote on a resolution is cast by the shareholder, the shareholder shall not be allowed to change it subsequently.
- XIX. 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.
- XX. The voting rights of shareholders shall be in proportion to their shares of the paid up equity share capital of the Company as on the cutoff date (record date) of 1st August, 2014.
- XXI. Mr. Manoj Maheshwari, Practicing Company Secretary at Jaipur, has been appointed as a scrutinizer to scrutinize the e-voting process in a fair and transparent manner.
- XXII. The Results shall be declared on or after the AGM of the Company. The Results declared along with the Scrutinizer’s Report shall be placed on the Company’s website www.vinayakpolycon.com within two (2) days of passing of the resolutions at the AGM of the Company and communicated to the BSE Limited.