



INDRAPRASTHA GAS LIMITED

An ISO 9001, ISO14001 & OHSAS18001 certified company.

CIN: L23201DL1998PLC097614

Regd. Office: IGL Bhawan, Plot No.4, Community Centre, Sector-9, R. K. Puram, New Delhi-110022

Email: investors@igl.co.in, Tel No.: 011-46074607, Fax No.: 011-26171863 Website: http://www.iglonline.net

POSTAL BALLOT FORM

Serial No.....

- Name(s) of the member(s) : including joint-holders, if any
- Registered address of the sole/ : first named member
- Registered Folio No. : /DP ID* & Client ID No.* (*Applicable to member(s) holding shares in electronic form)
- No. of Shares held :
- I/We hereby exercise my/our vote in respect of the special resolutions to be passed through postal ballot/ e-voting for the business enumerated below by recording my/our assent or dissent to the said resolutions by placing the tick (✓) mark at the appropriate box below:

Sl. No.	Description of Resolutions	No. of shares for which votes cast	I / we assent to the resolution (FOR)	I / we dissent to the resolution (AGAINST)
1.	Special Resolution for Re-appointment of Shri S. S. Rao as an Independent Director of the Company.			
2.	Special Resolution for Re-appointment of Shri V. Ranganathan as an Independent Director of the Company.			
3.	Special Resolution for Re-appointment of Shri Santosh Kumar Bajpai as an Independent Director of the Company.			

Place:

Date:

(Signature of the shareholder)

Note: Please read carefully the instructions printed overleaf before exercising the vote.

E-VOTING PARTICULARS

The E- Voting facility is available at the link <https://evoting.karvy.com>. The e-voting particulars are set out as follows:

EVEN (Electronic Voting Event Number)	USER ID	PASSWORD

Commencement of e-voting	End of e-voting
06.11.2017	05.12.2017

Last Date of Receipt of Postal Ballot Forms by Scrutinizer is Tuesday, December 05th, 2017 (17:30 hours IST)

INSTRUCTIONS

- (i) Member(s) desiring to exercise vote by Postal Ballot may complete this Postal Ballot Form and return the Form, duly completed (i) Member(s) desiring to exercise vote by Postal Ballot may complete this Postal Ballot Form and return the Form, duly completed in all respect and signed, in the enclosed postage pre-paid self-addressed Business Reply envelope, so as to reach the Scrutinizer at Indraprastha Gas Limited, IGL Bhawan, Plot No.4, Community Centre Sector-9, R. K. Puram, New Delhi 110022, India not later than close of working hours on Tuesday, December 05th, 2017. Envelopes containing Postal Ballot Form, if sent by courier or by registered post or by speed post at the expense of the registered member will also be accepted. The Postal Ballot Form(s) may also be deposited personally. The Postal Ballot Forms received after this date will be treated as if reply from the member has not been received. The shareholders are requested to convey their assent or dissent in the enclosed Postal Ballot Form.
- (ii) There will be one Postal Ballot Form/e-voting for every folio no./Client id no. irrespective of the number of joint holders. In case of joint holding, the Postal Ballot Form should be completed and signed by the sole/first named member or his duly authorised attorney registered with the Company. In the absence of the first named member in a joint holding, the Form may be completed and signed by the next named member. (However, where the Form is sent separately by the first named member and the joint holder(s), the vote of the first named member would be treated as valid).
- (iii) 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/authority letter/power of attorney, with specimen signatures of authorised signatory(ies), duly attested.
- (iv) The votes should be casted either 'FOR' or 'AGAINST' the resolution by putting the tick [✓] mark in the column provided for assent or dissent. Postal Ballot Form bearing tick [✓] mark in both the columns will render the Form invalid.
- (v) Incomplete, unsigned or incorrectly filled Postal Ballot Forms will be subject to rejection by the Scrutinizer. The Scrutinizer's decision on the validity of the Postal Ballot Form shall be final and binding.
- (vi) Members are requested to fill the Postal Ballot Form in indelible ink and not in any erasable writing mode.
- (vii) Members are requested not to send any other matter along with the Postal Ballot Form in the enclosed postage prepaid self-addressed Business Reply envelope. If any extraneous papers are found, the same will be destroyed by the Scrutinizer.
- (viii) A member may request for a duplicate Postal Ballot Form from the Company or the Registrar and Share Transfer Agent, if so required. However, the duly completed duplicate Postal Ballot Form should reach the Scrutinizer not later than the date and time specified in Point No. (i) above.
- (ix) The Company is also offering e-voting facility as an alternate, for all the Members to enable them to cast their vote electronically instead of dispatching Postal Ballot Form. The detailed procedure is enumerated in the Notes to the Postal Ballot Notice.
- (x) A Member need not use all his/her votes nor does he/she need to cast all his/her votes in the same way.