



**SAVEN TECHNOLOGIES LIMITED**

CIN: L72200TG1993PLC015737

Regd. Address: No.302, My Home Sarovar Plaza, 5-9-22, Secretariat Road,  
Hyderabad-500063 Tel: 040-23237303/23233358 Fax: 23237306

Website: www.saven.in, E-mail id: investorrelations@saven.in

**POSTAL BALLOT FORM**

(Please read the instructions before completing this form)

Sl. No.

1. Name and Registered address of the Sole / first named :

2. Name(s) of the joint shareholder(s) if any :  
3. Registered Folio/DPID and Client ID No :  
4. No. of shares held :

5. I/We hereby exercise my / our vote in respect of the Resolutions to be passed through postal ballot for the business stated in the Postal Ballot Notice dated 10.01.2017 of Saven Technologies Limited (the company),by sending my/our assent or dissent to the said Resolutions by placing a tick mark(✓) in the appropriate box below:

Item No.	Description	No. of Equity Shares held	I/We assent (agree) to the Resolution (FOR)	I/We dissent (disagree) to the Resolution (AGAINST)
1.	To Approve the Scheme of Reduction of Capital.			
2.	Amend Clause V of the Memorandum of Association of the Company			

Place:

Signature of Member

Date:

NOTE: Members who do not have access to e-voting facility may send the Postal Ballot Form duly completed. Kindly read the instructions before filling the Form. Valid Postal Ballot Forms received by the Scrutinizer by 5.00 P.M., on or before 25<sup>th</sup> February, 2017 shall only be considered.

## INSTRUCTIONS

### (A) PROCESS AND MANNER FOR MEMBERS OPTING FOR VOTING BY POSTAL BALLOT

1. A Member desiring to exercise his/her/its vote by Postal Ballot may complete this Postal Ballot Form (no other form or photocopy thereof is permitted) and send it to the scrutinizer, Mr. S. Chidambaram (Membership No. FCS F3935, CP No.2286), Company Secretary in Whole-Time Practice ("Scrutinizer"), in the attached self-addressed business reply envelope, on or before close of working hours (5.00 P.M) on 25<sup>th</sup> February, 2017. The postage within India will be borne and paid by the Company. However, envelopes addressed to the Scrutinizer containing postal ballot form(s), if sent by courier or registered/speed post at the expense of the Member who is residing in India or in overseas will also be accepted.
2. The self-addressed Business Reply Envelope is addressed to the Scrutinizer appointed by the Board of the Company.
3. This Postal Ballot form should be completed and signed by the Member (as per the specimen signature registered with the Company/Depository Participants). In case of joint holding, this Form should be completed and signed by the first named Member and in his/her absence by the next named Member. In case postal ballot form is signed by a Delegate, a copy of Power of Attorney attested by the Member shall be annexed to the Ballot.
4. The consent must be accorded by recording the assent in the Column "FOR" and dissent in the Column "AGAINST" by placing a tick (√) mark in the appropriate column.
5. Duly completed postal ballot form should reach the Scrutinizer, not later than 5.00 P.M. on 25<sup>th</sup> February, 2017. All postal ballot forms received after this date will be strictly treated as if reply from such Member has not been received.
6. There will be only one postal ballot form for every folio irrespective of the number of joint Member (s).
7. 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.
8. A Member may request for duplicate postal ballot form, if so required. However, the duly completed duplicate postal ballot form should reach the Scrutinizer not later than the last date of receipt of postal ballot form i.e., 5.00 P.M. on 25<sup>th</sup> February, 2017.
9. Voting rights shall be reckoned on the paid up value of shares registered in the name of the Members as on 13<sup>th</sup> January, 2017.
10. Members are requested not to send any other paper along with the postal ballot form in the enclosed self-addressed Business Reply Envelope, as all such envelopes will be sent to the Scrutinizer and any extraneous paper found in such envelope would be destroyed by the Scrutinizer.
11. A Member need not use all the votes nor needs to cast all the votes in the same way.
12. The Scrutinizer's decision on the validity of a postal ballot will be final and binding.
13. Incomplete, unsigned or incorrect postal ballot forms will be rejected.
14. The result of the postal ballot will also be posted on the website of the Company [www.saven.in](http://www.saven.in) and also in the newspaper(s) for the information of the Members.
15. The Company is pleased to offer e-voting facility as an alternative, for all the Members of the Company to enable them to cast their votes electronically instead of dispatching postal ballot form. E-voting is alternate to voting through postal ballot.

(B) Members opting for e-voting may follow the procedure as recommended by CDSL, the e-voting agency appointed by us, as stated in the postal ballot notice