



# NEWGEN

## NEWGEN SOFTWARE TECHNOLOGIES LIMITED

CIN: L72200DL1992PLC049074

A-6, Satsang Vihar Marg, Qutab Institutional Area, New Delhi - 110 067, INDIA

Tel.: (+91)-11-40770100, 2696 3571, 2696 4733, Fax: (+91)-11-2685 6936

Email: investors@newgensoft.com URL: https://newgensoft.com

### POSTAL BALLOT FORM

Serial No. ....

1. Name of the Sole/ First Named Member  
(In block letters)
2. Postal address
  
3. Name(s) of the Joint Holder(s), if any  
**(In block letters)**
4. Registered folio No./ \*DP ID/ Client ID  
(\*Applicable to member holding shares in dematerialised form)
5. No. of Shares held
6. Class of Share Equity

I/We hereby exercise my/our vote in respect of the Special Resolutions to be passed through Postal Ballot for the businesses stated in the Postal Ballot Notice of the Company dated May 15, 2019 by sending my/our assent or dissent to the said resolutions by placing the tick (✓) mark at the appropriate box below:

S. No.	Item No.	No. of Shares Held for which votes cast	I/We assent to the resolution (FOR)	I/We dissent to the resolution (AGAINST)
1.	<b>Item no. 1: (Special Resolution)</b> Variation in the objects of the Public Issue as stated in the Prospectus of the Company dated January 19, 2018			
2.	<b>Item no. 2: (Special Resolution)</b> Re-appointment of Mr. Kaushik Dutta (DIN 03328890) as Non-Executive Independent Director of the Company for a second term of five years.			

Date:

(Signature of the Sole/First/Joint Member(s))

Place:

#### Electronic Voting Particulars

EVENT (e-voting event number)	USER ID	PASSWORD / PIN

#### NOTES:

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

Commencement of e-voting	End of e-voting
Tuesday, May 28, 2019 [9:00 AM onwards (IST)]	Wednesday, June 26, 2019 [up to 5:00 PM (IST)]

II. For e-voting, please refer the instructions under "voting through electronic means / e-voting" in the Postal Ballot Notice attached herewith.

III. The last date for the receipt of Postal Ballot Forms by the Scrutinizer is Wednesday, June 26, 2019 at 5:00 PM (IST).

## **INSTRUCTIONS:**

- I. A Member desiring to exercise vote by Postal Ballot may complete this Postal Ballot Form and send it to the Scrutinizer in the enclosed prepaid self-addressed Business Reply Envelope not later than 5:00 PM (IST) on Wednesday, June 26, 2019. If any Postal Ballot Form is received after this time and date, it will be considered that no reply from such member has been received. Postal Ballot Form, if deposited in person or sent at the expense of the member(s), will also be accepted.
- II. The votes should be cast either in favour or against by putting the tick (✓) mark in the column provided for assent or dissent. Postal Ballot Form bearing (✓) in both the columns will render the form invalid. Once the vote on a resolution is cast by the member, he/she shall not be allowed to change it subsequently or cast the vote again.
- III. This 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.
- IV. A member cannot exercise his vote by proxy on postal ballot. There will be only one Postal Ballot Form for every folio irrespective of the number of Joint Shareholder(s). In case of joint holding, the Postal Ballot Form should be completed and signed by the first named member or his duly authorized attorney registered with the Company and in his absence, by the next named member. 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.
- V. Incomplete, unsigned or incorrect Postal Ballot Form will be rejected. The Scrutinizer's decision on the validity of the Postal Ballot will be final and binding.
- VI. A Member need not use all his/ her votes nor cast all the votes in the same way. The voting rights of the Members shall be in proportion to their shares in the total paid-up equity share capital of the Company as on Friday, May 17, 2019 (cut-off date).
- VII. Member(s) are requested not to send any other paper along with the Postal Ballot Form, other than as required, in the enclosed Envelope as such Envelopes will be sent to the Scrutinizer and any extraneous paper found in such Envelope would be destroyed by the Scrutinizer and the Company would not be able to act on the same.
- VIII. Kindly note that the members can opt for only one mode of voting, i.e., either by physical ballot or e-voting. In case members cast their votes through both the modes, voting done by e-voting shall prevail and votes cast through physical Postal Ballot Forms will be treated as invalid.
- IX. The result of the postal ballot shall be declared on or before Monday, July 01, 2019. The resolutions, if passed by the requisite majority, shall be deemed to have been passed on Wednesday, June 26, 2019 i.e. the last date specified for receipt of duly completed Postal Ballot Forms or e-voting.