

HOTEL LEEAVENTURE LIMITED

Registered Office: The Leela Mumbai, Sahar, Mumbai - 400 059

CIN: L55101MH1981PLC024097, **Website:** www.theleela.com

E-mail: investor.service@theleela.com, **Tel.** +91 22 6691 1182

POSTAL BALLOT FORM

[Please read the instructions printed overleaf carefully and return the Form on or before 23rd January, 2018]

Serial No.

1. Name(s) and Registered address :
of the sole / first named
shareholder
2. Name(s) of Joint Holder(s), if any :
3. Registered Folio No. / DP ID No. /
Client ID No.* (*Applicable to
investors holding shares in
dematerialised form) :
4. No. of Shares held :

I/We hereby exercise my/our vote in respect of the Ordinary Resolution to be passed through Postal Ballot as specified in the Notice dated 7th December, 2017, by conveying my / our assent / dissent to the said Resolution by placing tick (✓) mark in the appropriate box below:

Item of Notice No.	Description	No. of Shares	OPTION (Please put "✓" in the appropriate box below)	
			I / We assent (agree) to the Resolution (Vote in favour)	I / We dissent (disagree) to the Resolution (Vote against)
1.	Ordinary Resolution for appointment of Mr. Vinay Hansraj Kapadia as an Independent Director			

Place:

Date:

Email ID:

Contact No.

(Signature of the Member)

EVEN (E-Voting Event Number)	USER ID	PASSWORD / PIN

NOTE: Please return your Postal Ballot Form in the Postage-prepaid self-addressed envelope enclosed herewith. The e-voting facility will be available during the following voting period:

Commencement of e-voting	End of e-voting
Monday, 25th December, 2017 (9:00 Hours IST)	Tuesday, 23rd January, 2018 (17:00 Hours IST)

Notes:

1. Please read the instructions printed below carefully before filling this Form and for e-voting. Please refer to the instructions for voting through electronic means provided in the Postal Ballot Notice sent herewith.
2. The last date for the receipt of Postal Ballot Forms by the Scrutinizer is 23rd January, 2018 up to 17:00 Hours IST.

INSTRUCTIONS

1. A Member desiring to exercise vote by postal ballot may complete this Postal Ballot Form and send it to the Scrutinizer in the attached postage-prepaid self-addressed Business Reply Envelope. Postage will be borne and paid by the Company. However, envelopes containing postal ballots, if deposited in person or sent by courier / registered post / speed post at the expense of the Member will also be accepted.
2. Alternatively, a Member may vote through electronic mode as per the instructions for voting through electronic means provided in the Postal Ballot Notice sent herewith.
3. The self-addressed envelope bears the name of the Scrutinizer appointed by the Board of Directors of the Company.
4. 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 / her absence, by the next named Member.
5. Consent must be accorded by placing a tick mark [✓] in the column, 'I/We assent to the resolution'; or dissent must be accorded by placing a tick mark [✓] in the column, 'I/We dissent to the resolution'.
6. The votes of a Member will be considered invalid on any of the following rounds:
 - a. if the Member's signature does not tally;
 - b. if the Member has marked his / her / its vote both for 'Assent' and also for 'Dissent' to the Resolution in such a manner that the aggregate Shares voted for 'Assent' and 'Dissent' exceeds total number of Shares held;
 - c. if the Postal Ballot Form is unsigned, incomplete or incorrectly filled;
 - d. if the Postal Ballot Form is received torn or defaced or mutilated such that it is difficult for the Scrutinizer to identify either the Member or the number of votes, or whether the votes are for 'Assent' or 'Dissent'; or if the signature could not be verified, or one or more of the above grounds.
7. Duly completed Postal Ballot Forms should reach the Scrutinizer on or before 23rd January, 2018. If any Postal Ballot Form is received after this date, it will be considered that no reply from such Member has been received.
8. A Member may request for a duplicate Postal Ballot Form, if so required. However, the duly filled-in duplicate Postal Ballot Form should reach the Scrutinizer not later than the date specified in Item (7) above.
9. Corporate/ Institutional Members (i.e., other than individuals, HUF, NRI, etc.) are also required to send scanned certified true copy (PDF Format) of the Board Resolution/ Authority Letter, etc., together with attested specimen signature(s) of the duly authorized representative(s), to Scrutinizer at e-mail ID: prashant.m@legacs.com, they may also upload the same in the e-voting module in their login. The scanned images of the above mentioned documents should be in the naming format "Corporate Name_EVENT NO."
10. Members are requested NOT to send any other paper along with the Postal Ballot Form in the enclosed self-addressed postage- prepaid envelopes in as much as all such envelopes will be sent to the Scrutinizer and any extraneous paper found in such envelopes would be destroyed by the Scrutinizer and the Company would not be able to act on the same.
11. A Member need not use all his / her votes nor does he / she need to cast his / her votes in the same way.
12. Voting rights shall be reckoned on the paid-up value of the shares registered in the name of the Member on the relevant date, i.e. Friday, 15th December, 2017.
13. The Scrutinizer's decision on the validity of the postal ballot shall be final.
14. Only a Member entitled to vote is entitled to fill in the Postal Ballot Form and send it to the Scrutinizer, and any recipient of the Notice who has no voting right should treat the Notice as intimation only.