

# FOCUS

LIGHTING & FIXTURES LTD.

## FOCUS LIGHTING AND FIXTURES LIMITED

CIN: L31500MH2005PLC155278

Regd. Office: 1007-1010, Corporate Avenue Wing A, Sonawala Road,

Near Udyog Bhawan, Goregaon (East), Mumbai - 400063

Tel. No.: +91 22 2686 5671-6; E-mail: info@pluslighttech.com; Website: www.pluslighttech.com

### POSTAL BALLOT FORM

Serial No. \_\_\_\_\_

- Name(s) of Shareholder(s) : \_\_\_\_\_  
(Including joint holders, if any)
- Registered address of the sole/ first named shareholder : \_\_\_\_\_  
\_\_\_\_\_
- Registered folio no./DP Id No./Client Id No.\*  
(\*Applicable to investors holding shares in dematerialized form) : \_\_\_\_\_
- No. of Share(s) held : \_\_\_\_\_

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 of the Company dated November 11, 2019 by conveying my/our assent or dissent to the said resolution by placing the tick (✓) mark at the appropriate box below:

Item No.	Description	No. of Shares	I/We assent to the Resolution (For)	I/We dissent to the Resolution (Against)
1.	Migration of the Company from NSE Emerge Platform to Main Board of NSE.			
2.	Adopt the Focus Lighting And Fixtures Limited Employee Stock Option Plan 2019			
3.	Extension of benefits of the Focus Lighting And Fixtures Limited Employee Stock Option Plan 2019 to the permanent employees including managing and whole-time directors, of the subsidiary companies of the Company			
4.	(a) The use of the trust route for the implementation of Focus Lighting And Fixtures Limited Employee Stock Option Plan 2019 ("ESOP 2019"); and (b) Grant of financial assistance / provision of money by the Company to the trust to fund the purchase of its equity shares, in terms of the ESOP 2019			

Date :

Place :

\_\_\_\_\_  
(Signature of Shareholder)

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### ELECTRONIC VOTING PARTICULARS

EVSN (E-Voting Sequence Number)	USER ID	PASSWORD/ PIN
191125008		

**Note:** Kindly read the instructions printed overleaf before filing the form.

## **IMPORTANT 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 self addressed business reply envelope.
2. The self addressed business reply envelope bears the name of the scrutinizer appointed by the Board of Directors of the Company.
3. This Form should be completed and signed by the Shareholder (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 Shareholder and in his absence, by the next named Shareholder.
4. Duly completed Postal Ballot Form should reach the Company not later than 05:00 P.M on or before Saturday, December 28, 2019. All Postal Ballot Forms received after this date will be strictly treated as if reply from such Shareholder has not been received.
5. There will be only one Postal Ballot Form for every folio irrespective of the number of joint Shareholder(s).
6. 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 Board resolution/authority letter.
7. Votes will be considered invalid on the following grounds:
  - a) A form other than one issued by the Company has been used;
  - b) It has not been signed by or on behalf of the Member,
  - c) Signature on the postal ballot form doesn't match the specimen signatures with the Company;
  - d) It is not possible to determine without any doubt the assent or dissent of the Member;
  - e) Neither assent nor dissent is mentioned;
  - f) Any competent authority has given directions in writing to the Company to freeze the Voting Rights of the Member;
  - g) The envelope containing the postal ballot form is received after the last date prescribed;
  - h) The postal ballot form, signed in a representative capacity, is not accompanied by a certified copy of the relevant specific authority;
  - i) It is received from a Member who is in arrears of payment of calls;
  - j) It is defaced or mutilated in such a way that its identity as a genuine form cannot be established;
  - k) Member has made any amendment to the Resolutions or imposed any condition while exercising his vote.
8. Members are requested not to send any paper (other than the resolution/authority) along with the Postal Ballot Form in the enclosed self—addressed postage prepaid envelope as all such envelopes will be sent to the Scrutinizer and any extraneous paper if found in such envelope the same would not be considered and would be destroyed by the Scrutinizer and the Company will not be able to act on the same.
9. Postal Ballot Forms which are incomplete or unsigned or defective in any manner are liable to be rejected. The Scrutinizer's decision in this regard shall be final and binding.
10. The Company is pleased to offer e-voting facility as an alternate, for all the Shareholders of the Company to enable them to cast their votes electronically instead of dispatching Postal Ballot Form.
11. E-voting is optional. The detailed procedure is enumerated in the Notes to the Postal Ballot Notice. Kindly note that the members can opt for only one mode of voting i.e. either Postal Ballot Form or E-voting. However, in case the members cast their vote both by Postal Ballot Form and E-voting, then voting done through valid E-voting shall prevail and the voting done by Postal Ballot Form will be treated as invalid.