

PC JEWELLER LIMITED

CIN: L36911DL2005PLC134929

Regd. Office: C - 54, Preet Vihar, Vikas Marg, Delhi – 110 092

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Website: www.pcjeweller.com



ATTENDANCE SLIP

Name and Registered address of the
Sole / First named Member

Name(s) of the joint Member(s), if any

Registered Folio Number / DP ID - Client ID

Number of shares held

I hereby record my presence at the **12th Annual General Meeting** of the Company at **Air Force Auditorium, Subroto Park, New Delhi – 110 010** on **Friday, September 8, 2017 at 3:30 P.M.**

Please mark (✓) the appropriate box:

Member ☐ Proxy ☐

* I hereby give my consent for receiving from the Company all communications including Annual Report, Notices and other documents permissible to be sent through electronic mode, on my e-mail id:

Signature of the attending Member / Proxy

* Delete, if not required.

Note: A Member / Proxy holder attending the meeting must bring the Attendance Slip to the meeting and hand it over at the entrance duly signed.

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VOTING THROUGH ELECTRONIC MEANS

The Company has engaged the services of Karvy Computershare Private Limited ("**Karvy**") as authorized Agency to provide remote e-voting facility for the 12th Annual General Meeting of the Company to be held on **September 8, 2017**. Remote e-voting facility is available at the link <https://evoting.karvy.com>. Remote e-voting particulars are as under:

EVEN (e-Voting Event Number)	User ID	Password / PIN

Remote e-voting facility shall be available during the following voting period:

Commencement of Remote e-voting	From 9:00 A.M. on September 5, 2017
End of Remote e-voting	Up to 5:00 P.M. on September 7, 2017

Remote e-voting shall not be allowed beyond the aforesaid time and date and the e-voting module shall be disabled by Karvy upon expiry of aforesaid period.

This communication forms an integral part of the Notice of 12th Annual General Meeting of the Company scheduled to be held on September 8, 2017. Please read the instructions overleaf carefully before exercising the vote.

Procedure & Instructions for Remote e-voting:

- i) Launch internet browser by typing <https://evoting.karvy.com>.
- ii) Enter the login credentials (i.e. User ID & Password) mentioned below the Attendance Slip. Your Folio No. / DP ID-Client ID (for NSDL) / 16 digits Beneficiary ID (for CDSL) will be your Used ID.
- iii) Under Captcha, please enter the verification code i.e. the alphabets and numbers in the exact way as they are displayed for security reasons.
- iv) After entering these details appropriately, click "LOGIN".
- v) You will now reach Password Change Menu, wherein you are required to mandatorily change your Password. The new Password shall comprise of minimum eight characters with at least one upper case (A-Z), one lower case (a-z), one numeric value (0-9) and a special character (like *,#,@ etc.). The system will prompt you to change your Password and update your contact details like mobile number, e-mail ID etc. on first login. You may also enter the secret question and answer of your choice to retrieve your Password in case you forget it. It is strongly recommended not to share your Password with any other person and take utmost care to keep your Password confidential.
- vi) You need to login again with the new credentials.
- vii) If you are already registered with Karvy for e-voting, you can use your existing User ID and Password for casting your vote.
- viii) On successful login, system will prompt you to select the 'EVENT' i.e. '**PC Jeweller Limited**'.
- ix) On the voting page, you will see resolution description and against the same the option 'FOR/AGAINST/ABSTAIN' for voting. Enter the number of shares as on the **Cut-off Date** i.e. **September 1, 2017** (which represents number of votes) under 'FOR/AGAINST/ABSTAIN' or alternatively you may partially enter any number in 'FOR' and partially in 'AGAINST' but the total number in 'FOR/AGAINST' taken together should not exceed your total shareholding. If the Member does not indicate either 'FOR' or 'AGAINST', it will be treated as 'ABSTAIN' and the shares held will not be counted under either head.
- x) Cast your vote by selecting an appropriate option and click 'SUBMIT'. A confirmation box will be displayed. Click 'OK' to confirm else click 'CANCEL' to change your vote.
- xi) Once you 'CONFIRM' your vote on the resolution, you will not be allowed to modify your vote.
- xii) Members holding shares under multiple folios / demat accounts shall choose the voting process separately for each of the folios / demat accounts.
- xiii) Corporates / Institutional Members (i.e. other than Individuals, HUF's, NRI's etc.) are required to send scanned certified true copy (PDF format) of the relevant Board resolution / Power of Attorney / Authority Letter to the Scrutinizer at the e-mail ID rss.scrutinizer@gmail.com with copy to evoting@karvy.com.
- xiv) In case of any queries on e-voting, you may refer Frequently Asked Questions (FAQs) on e-voting and User Manual for Shareholders available at the download section of <https://evoting.karvy.com> or contact Shri Sai Sanjeev Patnaik, Manager at Karvy at e-mail id: sai.patnaik@karvy.com, contact no.: 040-67171776 or can also call Karvy's toll free no.: 1800-345-4001.

General Instructions:

- i) Only those Members, whose names appear in the Register of Members / List of beneficial owners as on Cut-off Date i.e. September 1, 2017, shall be entitled to vote (through remote e-voting / physical ballot paper) on the resolutions set forth in the 12th Annual General Meeting ("**AGM**") Notice and their voting rights shall be in proportion to their shares in the paid up equity share capital of the Company as on the Cut-off Date.
- ii) The Company shall also provide facility for voting through physical ballot paper at the AGM and Members attending the AGM, who have not already cast their votes by remote e-voting shall be able to exercise their right to vote at the AGM.
- iii) **Members can opt for only one mode of voting i.e. either by physical ballot paper or remote e-voting. However, if Members cast their vote through both mode of voting, then the voting through remote e-voting shall prevail.**
- iv) Members who have cast their vote by remote e-voting may also attend the AGM but shall not be entitled to cast their vote again.
- v) Any person, who acquires shares and become Member of the Company after the despatch of the AGM Notice and holds shares as on the Cut-off Date, may obtain the login ID and password in the manner mentioned below:
 - (a) If the mobile number of the Member is registered against Folio No. / DP ID – Client ID, the Member may send SMS: MYEPWD <space> e-voting Event Number + Folio No. or DP ID Client ID to 9212993399
Example for NSDL: MYEPWD <SPACE> IN12345612345678
Example for CDSL: MYEPWD <SPACE> 1402345612345678
Example for Physical: MYEPWD <SPACE> e-voting Event Number + Folio No.
 - (b) If e-mail address or mobile number of the Member is registered against Folio No. / DP ID-Client ID, then on the home page of <https://evoting.karvy.com>, the Member may click "Forgot Password" and enter Folio No. or DP ID-Client ID and PAN to generate a password.
 - (c) Member may call Karvy's toll free number 1800-345-4001.
 - (d) Member may send an e-mail request to evoting@karvy.com.
- vi) If a Member is already registered with Karvy for remote e-voting then he can use his existing User ID and Password / PIN for casting vote through remote e-voting.
- vii) The Board of Directors has appointed Shri Randhir Singh Sharma, Practicing Company Secretary (C.P. No.: 3872) and Proprietor R S Sharma & Associates, Company Secretaries as the Scrutinizer to scrutinize the remote e-voting and physical voting process at the AGM in a fair and transparent manner.
- viii) The Scrutinizer will make a consolidated Scrutinizer's Report of the total votes cast in favour or against and invalid votes, if any, to the Chairman of the Company or in his absence to any other Director authorized by the Board, who shall countersign the same. Based on the Scrutinizer's Report, the result will be declared by the Chairman or in his absence by the Company Secretary within 48 hours from the conclusion of the AGM at the Registered Office of the Company.