



**TEAMLEASE SERVICES LIMITED**

CIN: L74140MH2000PLC124003  
No.6, 3rd Floor, Laxmi Towers, BandraKurla Complex, Bandra (E) Mumbai 400051, India,  
Tel: 91 80 33002345 Fax: 91 80 33243001  
corporateaffairs@teamlease.com|www.teamlease.com

**POSTAL BALLOT FORM**

(Please read the instructions printed overleaf carefully before completing this form)

Serial No. :

1. Name and Registered Address of the sole/ first named Member :

2. Name(s) of the joint Member(s) if any :  
3. Registered Folio No./DP ID No./ Client ID No.\* :  
(\*Applicable to investors holding shares in dematerialized form)

4. Number of Equity Shares 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 Notice of Postal Ballot dated 16 January, 2018 issued by the Company by sending my / our assent / dissent to the said Resolutions by placing the tick mark (✓) in the appropriate column below:

Sr. No.	Description	No. of Shares	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
1.	Increase in the limit of investment by FII/FPI from 24% to 75%			

Place :  
Date :

\_\_\_\_\_  
Signature of Shareholder

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The Company is pleased to offer all its Members, e-voting facility as an alternative mode for casting their votes electronically, instead of sending the postal ballot forms to the Scrutinizer. However, e-voting is optional.

**ELECTRONIC VOTING PARTICULARS**

The e-voting facility is available at the link <https://evoting.karvy.com>. The electronic voting particulars are set out as follows:

EVEN (E- Voting Event Number)	USER ID	PASSWORD

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

Commencement of e-voting	End of e-voting
<b>January 22, 2018 at 9.00 am</b>	<b>February 20, 2018 at 5:00 pm IST</b>

The Postal Ballot Form shall reach the Scrutinizer on or before 20 February, 2018. Please note that any Postal Ballot Form(s) received after that date will be treated as not having been received.

Note: Please read the instructions printed overleaf carefully before exercising the vote.

## INSTRUCTIONS

1. A Member desiring to exercise his vote by Postal Ballot may complete this postal ballot form (no other form or photocopy thereof is permitted to be used for the purpose) and send it to the Scrutinizer in the attached self-addressed envelope. Postage will be borne and paid by the Company. However, envelopes containing postal ballots, if deposited in person or sent at the expense of the shareholder will also be accepted.
2. The self-addressed envelope bears the address of the Scrutinizer appointed by the Board of Directors of the Company.
3. This postal ballot form should be completed and signed (as per specimen signature(s) registered with the Company) by the shareholder. In case of joint shareholding, this form should be completed and signed (as per specimen signature(s) registered with the Company) by the first named shareholder and in his/her absence, by the next named shareholder. Unsigned postal ballot forms will be rejected. Members are requested to fill the Postal Ballot Form in indelible ink (avoid filling it by using pencil etc.)
4. Where the postal ballot form has been signed by an authorized representative of a body corporate / Trust / Society etc. a certified copy of the relevant authorization to vote on the postal ballot should accompany the postal ballot form. Where the form has been signed by the President of India or the Governor of a State, a certified copy of the nomination should accompany the ballot form. A Member may sign the form through an Attorney, specifically appointed for this purpose, in which case an attested true copy of the Power of Attorney should also be attached to the ballot form.
5. Duly completed envelopes addressed to the Scrutinizer containing the Postal Ballot Form should reach Karvy Computershare Private Limited, Karvy Selenium Tower B, Plot 31-32, Gachibowli, Financial District, Nanakramguda, Hyderabad - 500 032 not later than 5:00 p.m on 20 February 2018. All Postal Ballot Forms received after the above time and date will be treated as if reply/Postal ballot Form from such shareholder has not been received.
6. A Shareholder 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 mentioned in item no. 5 above.
7. Voting rights shall be reckoned on the paid up value of the equity shares registered in the name of the shareholder(s) as on the cut-off date i.e 12 January, 2018.
8. The Scrutinizer's decision on the validity of the Postal Ballot form shall be final.
9. The vote of a Member will be considered invalid on any of the following grounds:
  - a. if the Member's signature does not tally, or if the Postal Ballot Form is not signed as per the process mentioned above;
  - b. if the Member has marked his/her/its vote both 'FOR' and 'AGAINST' in the Postal Ballot Form in such a manner that the aggregate shares voted FOR' and 'AGAINST' exceeds the total number of shares held under serial no. 4 of the Postal Ballot Form;
  - c. if the ballot paper is received torn or defaced or mutilated to an extent that it is difficult for the Scrutinizer to identify either the identity of the Member or the number of votes or as to whether the votes are in favor or against or inability of the signature to be verified or on one or more of the above grounds.
  - d. Member(s) shall opt for one mode of voting. If a Member has opted for e-voting then he should not vote by physical ballot and vice-versa. However, if the Members cast their vote by physical ballot as well as through e-voting, then the voting through e-voting shall prevail and physical ballot shall be invalid.