TATA GLOBAL BEVERAGES LIMITED

Registered office: 1 Bishop Lefroy Road Kolkata 700 020
Corporate Identity Number (CIN) - L15491WB1962PLC031425
E-mail : investor.relations@tataglobalbeverages.com; **Website :** www.tataglobalbeverages.com

www.sapprints.com
04/14

POSTAL BALLOT FORM

1. Name(s) & Registered Address of the sole / first named shareholder :

2. Name(s) of the Joint-Holder(s), if any :

3. i) Registered Folio No. :
   ii) * DP ID No. & Client ID No. [*Applicable to Shareholders holding shares in dematerialised form]

4. Number of Share(s) held :

5. e-Voting Event Number :

6. User-ID :

7. Password :

8. I / We hereby exercise my / our vote in respect of the under noted resolution to be passed through Postal Ballot / e-voting, by sending my / our assent or dissent to the said resolution by placing tick (✓) mark in the appropriate box below:

Resolution	No. of Shares	I / We assent to the Resolution (FOR)	I / We dissent to the Resolution (AGAINST)
"Resolved that the Scheme of Amalgamation of Mount Everest Mineral Water Limited with Tata Global Beverages Limited presented in Company Application No.233 of 2014 filed by Tata Global Beverages Limited before the Hon'ble High Court at Calcutta be and is hereby approved."			

Place :
Date :

_____
Signature of the Shareholder
or
Authorised Representative

Notes : (i) If you opt to cast your vote by e-voting, there is no need to fill up and sign this form.
(ii) Last date for receipt of Postal Ballot Form : 9th June 2014.
(iii) Please read the instructions printed overleaf carefully before exercising your vote.

P.T.O.

INSTRUCTIONS

General Instructions

1. **Shareholders have option to vote either through Postal Ballot Form or through e-voting. If a shareholder has opted for Physical Ballot, then he/she should not vote by e-voting and vice versa. However, in case Shareholders cast their vote through both physical ballot and e-voting, then vote cast through physical ballot shall be considered and vote cast through e-voting shall be treated as invalid.**
2. The notice of Postal Ballot/ E-voting is being dispatched/e mailed to the shareholders whose names appear on the Register of Members as on 18th April 2014 and voting rights shall be reckoned on the paid up value of the shares registered in the name of the shareholders as on the said date.
3. **Voting in the Postal ballot/e-voting cannot be exercised by a proxy. However, corporate and institutional shareholders shall be entitled to vote through their authorised representatives with proof of their authorization, as stated below.**

04/14

Instructions for voting physically by Postal Ballot Form

1. A Shareholder desiring to exercise vote by Postal Ballot should complete this Postal Ballot Form (no other form or photocopy thereof is permitted) and send it to the Scrutinizer, Mr. P. N. Parikh, Practicing Company Secretary in the enclosed self-addressed and pre-paid envelope. However, envelopes containing Postal Ballot Form(s), if deposited in person or if sent by courier or registered/speed post at the expense of the Shareholder will also be accepted.
2. The self addressed business reply envelope bears the name and postal address of the Scrutinizer appointed by 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. In respect of shares held by corporate and institutional shareholders (companies, trusts, societies, etc.), the completed Postal Ballot Form should be accompanied by a certified copy of the relevant Board Resolution/appropriate authorization, with the specimen signature(s) of the authorized signatory(ies) duly attested.
5. The consent must be accorded by recording the assent in the column 'FOR' or dissent in the column 'AGAINST' by placing a tick mark (√) in the appropriate column in the Postal Ballot Form. The assent or dissent received in any other form shall not be considered valid.
6. Members are requested to fill the Postal Ballot Form in indelible ink and avoid filling it by using erasable writing medium(s) like pencil.
7. There will be one Postal Ballot Form for every folio / Client id irrespective of the number of joint holders.
8. Duly completed Postal Ballot Form should reach the Scrutinizer not later than close of working hours i.e. 5.00 p.m. on Monday, 9th June 2014. All Postal Ballot Forms received after this date will be strictly treated as if the reply from such Shareholder has not been received.
9. A Member may request for a duplicate Postal Ballot Form, if so required, and the same duly completed should reach the Scrutinizer not later than the date specified under instruction No.8 above.
10. Shareholders are requested not to send any other paper along with the Postal Ballot Form. They are also requested not to write anything in the Postal Ballot form excepting giving their assent or dissent and putting their signature. If any such other paper is sent the same will be destroyed by the Scrutinizer.
11. The Scrutinizer's decision on the validity of a Postal Ballot/ E-voting will be final and binding.
12. Incomplete, unsigned or incorrectly ticked Postal Ballot Forms will be rejected.
13. The result of the Postal Ballot/ E-voting will also be posted on the website of the Company www.tataglobalbeverages.com and also in the newspaper(s) for the information of the Shareholders.

Instructions for Electronic Voting (e-voting):

The Company is pleased to offer e-voting facility as an alternate for its shareholders to enable them to cast their votes electronically instead of dispatching Postal Ballot Form. The procedures and instructions for the same are as follows:

1. User-Id and Password is required for e-voting:
   i. In case of shareholders who have not registered their e-mail addresses, their User-Id and Password is printed on the Postal Ballot Form sent to them by post along with the Notice of Postal Ballot, Notice of Court Convened Meeting and other documents accompanying the same.
   ii. In case of shareholders who have registered their e-mail addresses, their User-Id and Password is specified in the email sent to them on behalf of the Company by NSDL The soft copy of the Notice of Postal Ballot along with Postal Ballot Form and Notice of Court Convened Meeting along with the other documents accompanying the same have also been sent through email.
2. If you are already registered with NSDL for e-voting then you can use your existing user ID and password for casting your vote.
3. Open internet browser by typing the following URL: https://www.evoting.nsdl.com.
4. Click on "Shareholder-login".
5. Mention the user id and password noted in step 1 above. Click login.
6. Password change menu appears. Change the password with new password of your choice with minimum 8 digits/characters or combination thereof. Note your new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
7. Home page of e-Voting opens. Click on e-Voting: Active Voting Cycles.
8. Select "EVEN" (E-Voting Event Number) 11090 of Tata Global Beverages Limited for casting your vote. Kindly note that vote once cast cannot be modified.
9. Now you are ready for e-Voting as Cast Vote page opens.
10. Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
11. Upon confirmation, the message "Vote cast successfully" will be displayed. Kindly note that vote once cast cannot be modified.
12. Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPEG Format) of the relevant Board Resolution/ Authority Letter etc. together with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer through e-mail: to tgblpbevoting2014@tsrdarashaw.com with a copy to evoting@nsdl.co.in on or before 9th June 2014.
13. The e-voting period commences on 10th May 2014 and ends on 9th June 2014 at 5.00 p.m. The e-voting module will be disabled by NSDL for voting thereafter.
14. In case of any queries, you may refer to the frequently Asked Questions (FAQs) for Shareholders and evoting user manual for Shareholders available at the Downloads section of www.evoting.nsdl.com