

## FORBES & COMPANY LIMITED

CIN : L17110MH1919PLC00628

Registered Office : Forbes Building, Chembait Rai Marg,

Port Mumbai-400 001

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### NOTICE TO MEMBERS

Notice is hereby given pursuant to Section 110 and other applicable provisions, if any, of the Companies Act, 2013 (the "Act") read with the Companies (Management and Administration) Rules, 2014 and the provisions of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 the Company has completed the dispatch of Postal Ballot Notice along with Explanatory Statement and Postal Ballot Form on January 18, 2016 through electronic mail, to those Members who have registered their e-mail address with the Depositories and through permitted physical mode along with a self-addressed postage prepaid business reply envelope to the remaining Members whose names appear in the Company's Register of Members as at the closure of business hours on January 8, 2016 for seeking their approval for sale, transfer or disposal of Logistics Business and/or Container Freight Stations of the Company situated at Mundra, in Gujarat and/or Veshvi (Jawaharalal Nehru Port Trust) near Mumbai.

Mr. Makarand M. Joshi, Partner, M/s. Makarand M. Joshi & Co., Practising Company Secretaries has been appointed as the Scrutinizer for conducting the postal ballot voting process.

In compliance with Regulation 44 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended from time to time and pursuant to the provisions of Section 108 of the Act read with the Companies (Management and Administration) Rules, 2014, the Company has also extended e-voting facility for its Members. For this purpose, the Company has made an arrangement with National Securities Depository Ltd. (NSDL) for facilitating e-voting as an alternate for the Members to enable them to cast their votes electronically.

The detailed procedure/instructions for e-voting forms part of the Postal Ballot Notice. In this regard, the Members are hereby notified that:

- a. The Company has completed the dispatch of Notice of Postal Ballot along with Postal Ballot Form and a self-addressed postage prepaid business reply envelope on January 18, 2016 to the Members whose names appear in the Company's Register of Members as at the close of business hours on January 8, 2016 by the permitted mode of dispatch.
- b. The cut-off date (record date) as on which the voting rights of the members shall be reckoned is January 8, 2016. A person who is not a member as on the record date should treat this Notice for information purposes only.
- c. Voting through physical and electronic means shall commence from 9.00 am on January 19, 2016 and ends at 5.00 pm on February 17, 2016.
- d. Voting through physical and electronic means shall not be allowed beyond 5.00 pm on February 17, 2016.
- e. In case of non-receipt of Notice of Postal Ballot Form, a Member as on the cut-off date, may write to the Company at the registered office of the Company or Email : [investor.relations@forbes.co.in](mailto:investor.relations@forbes.co.in) mentioning their folio/DP ID and Client ID No.
- f. Any grievances connected with the Postal Ballot may be addressed to Mr. Pankaj Khattar, Head Legal & Company Secretary at [investor.relations@forbes.co.in](mailto:investor.relations@forbes.co.in) or the telephone no. +91 6135 8900. For any queries or issues regarding e-voting, you may refer to the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for Shareholders available at the downloads section of [www.evoting.nsdl.com](http://www.evoting.nsdl.com) or call toll free No : 1800 222 990 or contact Mr. Rajiv Ranjan, Asst. Manager, National Securities Depository Limited, Trade World, A Wing, 4th and 5th Floor, Kamala Mills Compound, Lower Parel, Mumbai-400 013 at the designated email ids : [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) or [rajivr@nsdl.co.in](mailto:rajivr@nsdl.co.in) or at the telephone No. +9122 2499 4738 who will also address grievances connected with the voting by electronic means.
- g. The results of the postal ballot will be announced by the Chairman/Managing Director or the Company Secretary of the Company on or before February 24, 2016 at the Registered Office of the Company. The said results along with the Scrutinizer's Report will be displayed on the website of the Company, i.e. [www.forbes.co.in](http://www.forbes.co.in) intimated to the BSE Limited where the shares of the Company are listed and on the Website of National Securities Depository Limited, viz., [www.evoting.nsdl.com](http://www.evoting.nsdl.com)

By Order of the Board  
For Forbes & Company Limited  
Pankaj Khattar  
Head Legal & Company Secretary

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