**Remote e-Voting Instructions for shareholders:**

1. Open the internet browser and launch the URL: <https://instavote.linkintime.co.in>

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| **Those who are first time users of LIIPL e-voting platform or holding shares in physical mode have to mandatorily generate their own Password, as under:**  ▶ Click on **“Sign Up”** under **‘SHARE HOLDER’** tab and register with your following details: -   1. **User ID:** Enter your User ID   • Shareholders/members holding shares in **CDSL demat account shall provide 16 Digit Beneficiary ID**  • Shareholders/members holding shares in **NSDL demat account shall provide 8 Character DP ID followed by 8 Digit Client ID**  • Shareholders/members holding shares in **physical form shall provide** Event No + Folio Number registered with the Company  **B. PAN:** Enter your 10-digit Permanent Account Number (PAN) (Members who have not updated their PAN with the Depository Participant (DP)/  Company shall use the sequence number provided to you, if applicable.  **C. DOB/DOI:** Enter the Date of Birth (DOB) / Date of Incorporation (DOI) (As recorded with your DP / Company - in DD/MM/YYYY format)  **D. Bank Account Number:** Enter your Bank Account Number (last four digits), as recorded with your DP/Company.  • Shareholders/members holding shares in **CDSL demat account shall provide either ‘C’ or ‘D’, above**  • Shareholders/members holding shares in **NSDL demat account shall provide ‘D’, above**  • Shareholders/members holding shares in **physical form** but have not recorded ‘C’ and ‘D’, shall provide their Folio number in ‘D’ above  ▶ Set the password of your choice (The password should contain minimum 8 characters, at least one special Character (@!#$&\*), at least one numeral, at least one alphabet and at least one capital letter).  ▶ Click “confirm” (Your password is now generated).  NOTE: If Shareholders/members are holding shares in demat form and have registered on to e-Voting system of LIIPL: <https://instavote.linkintime.co.in>, and/or voted on an earlier event of any company then they can use their existing password to login. |

2. Click on ‘Login’ under **‘SHARE HOLDER’** tab.

3. Enter your User ID, Password and Image Verification (CAPTCHA) Code and click on **‘Submit’.**

4**.** After successful login, you will be able to see the notification for e-voting. Select **‘View’** icon**.**

5. E-voting page will appear.

6. Refer the Resolution description and cast your vote by selecting your desired option **‘Favour / Against’** (If you wish to view the entire Resolution details, click on the **‘View Resolution’** file link).

7. After selecting the desired option i.e. Favour / Against, click on **‘Submit’.** A confirmation box will be displayed. If you wish to confirm your vote, click on **‘Yes’, else** to change your vote, click on ‘No’ and accordingly modify your vote.

8. Institutional shareholders (i.e. other than Individuals, HUF, NRI etc.) and Custodians are required to log on the e-voting system of LIIPL at <https://instavote.linkintime.co.in>and register themselves as **‘Custodian / Mutual Fund / Corporate Body’**. They are also required to upload a scanned certified true copy of the board resolution /authority letter/power of attorney etc. together with attested specimen signature of the duly authorised representative(s) in PDF format in the **‘Custodian / Mutual Fund / Corporate Body’** login for the Scrutinizer to verify the same.

**If you have forgotten the password:**

* Click on **‘Login’** under **‘SHARE HOLDER’** tab and further Click **‘forgot password?’**
* Enter **User ID,** select **Mode** and Enter Image Verification (CAPTCHA) Code and Click on **‘Submit’.**

• In case shareholders/members is having valid email address, Password will be sent to his / her registered e-mail address.

• Shareholders/members can set the password of his/her choice by providing the information about the particulars of the Security Question and Answer, PAN, DOB/DOI, Bank Account Number (last four digits) etc. as mentioned above.

• The password should contain minimum 8 characters, at least one special character (@!#$&\*), at least one numeral, at least one alphabet and at least one capital letter.

• It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.

For shareholders/members holding shares in physical form, the details can be used only for voting on the resolutions contained in the Notice.

During the voting period, shareholders/members can login any number of time till they have voted on the resolution(s) for a particular “Event”.

Shareholders/members holding multiple folios/demat account shall choose the voting process separately for each of the folios/demat account.

In case shareholders/members have any queries regarding e-voting, they may refer the **Frequently Asked Questions (‘FAQs’)** and **InstaVote e-Voting manual** available at <https://instavote.linkintime.co.in>, under **Help** section or send an email to [enotices@linkintime.co.in](mailto:enotices@linkintime.co.in)or contact on: - Tel: 022 –4918 6000.

**InstaVote Support Desk**

**Link Intime India Private Limited**