NICCO CORPORATION LIMITED

CIN: L55101WB1983PLC036362 'NICCO HOUSE', 2 HARE STREET, KOLKATA – 700001 Ph.: 033 66285000, 66285250 - 55, Fax: 033 22309443 E-mail: <u>investorsservices@niccogroup.com</u> , Website: www.niccogroup.com

ATTENDANCE SLIP

(Please fill the attendance slip & hand it over at the entrance of the meeting hall)

Name of the sole / first named shareholder incld. joint holders, if	:	
any		
Name of Proxy holder		
Address of sole / first named	:	
shareholder		
Registered folio no.	:	
DP ID / Client ID		
Number of shares held	:	

I hereby record my presence at the 31st Annual General Meeting of Nicco Corporation Limited being held on Monday, the 29th day of September, 2014 at 11.30 a.m. at 'Williamson Magor Hall' of The Bengal Chamber of Commerce & Industry, 6 Netaji Subhas Road, Kolkata – 700 001.

Signature of Member/Proxy

Dear Shareholder,

SUBJECT: PROCESS AND MANNER FOR AVAILING E-VOTING FACILITY

Pursuant to the provisions of Section 108 of the Companies Act, 2013 read with the Companies (Management and Administration) Rules, 2014, the Company is pleased to offer e-voting facility to the members to cast their votes electronically as an alternative to participation at the Annual General Meeting to be held on Monday, the 29th day of September, 2014 at 11.30 a.m. The Company has engaged the services of National Securities Depository Limited ("NSDL") to provide e-voting facilities. The e-voting facility is available at the link *https://www.evoting.nsdl.com*

The electronic voting particulars are set out below:

EVEN	User ID	Password
(E-voting event number)		

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

Commencement of e-voting	End of e-voting	
23 rd September, 2014 from 9:00 AM	24 th September, 2014 upto 6:00 PM	

Please read the instructions printed overleaf before exercising the vote.

Please see overleaf

The instructions for e-voting are as under:

- (i) User ID and Password for e-voting is provided in the table given on the face of this addendum to AGM Notice. Please note that the Password is an Initial Password.
- (ii) National Securities Depository Limited (NSDL) shall also be sending the User-ID and Password, to those members whose shareholding is in the dematerialized form and whose email addresses are registered with the Company / Depository Participant(s). For members who have not registered their email address, can use the details as provided overleaf.
- (iii) Launch internet browser by typing the following URL: *https/www.evoting.nsdl.com/*
- (iv) Click on Shareholder-Login.
- (v) Put user ID and password as initial password noted in step (i) above. Click Login.
- (vi) Password change menu appears. Change the password with new password of your choice with minimum 8 digit / characters or combination thereof. Note new password. It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- (vii) Home page of e-Voting opens. Click on e-Voting: Active Voting Cycles.
- (viii) Select "EVEN" of NICCO CORPORATION LIMITED.
- (xi) Now you are ready for e-Voting as Cast Vote page opens.
- (x) Cast your vote by selecting appropriate option and click on "Submit" and also "Confirm" when prompted.
- (xi) Upon confirmation, the message "Vote cast successfully" will be displayed.
- (xii) Once you have voted on the resolution, you will not be allowed to modify your vote.
- (xiii) Institutional shareholder (i.e. other than individuals, HUF, NRI, etc.,) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution / Authority letter, etc., together with attested specimen signature(s) of the duly authorized signatory(ies) who is / are authorized to vote, to the e-mail ID: *indranil.mitra@niccogroup.com* with a copy marked to *evoting@nsdl.co.in*.

Notes:

- I. In case of any queries, you may refer the Frequently Asked Questions (FAQs) for Shareholders and e-voting user manual for shareholders available at the Downloads section of *www.evoting.nsdl.com*.
- II. If you are already registered with NSDL for e-voting then you can use your existing user ID and password for casting your vote.
- III. The e-voting period commences on 23rd September 2014 (9:00 am) and ends on 24th September 2014 (6:00 pm).
- IV. The Scrutinizer shall within a period of not exceeding two (2) working days from the conclusion of the e-voting period unlock the votes in the presence of atleast two (2) witnesses not in the employment of the Company and make a Scrutinizer's Report of the votes cast in favour or against, if any, forthwith to the Chairman of the Company.
- V. The Results shall be declared at the 31st Annual General Meeting of the Company. The Results declared along with the Scrutinizer's Report shall be placed on the Company's website *www.niccogroup.com* and on the website of NSDL.