



TAJGVK Hotels & Resorts Limited

CIN: L40109AP1995PLC019349

Registered Office: Taj Krishna, Road No.1, Banjara Hills, Hyderabad - 500 034
Email: tajgvkshares.hyd@tajhotels.com, Website: www.tajgvk.in, Phone No.040-66293664

NOTICE

Registered Folio No. / DP ID No. / Client ID * :

Sr.No. :

Name & Address :

Name(s) of the Joint Holder(s) if any :

No. of shares held :

Dear Member,

Sub: Voting through electronic means on resolutions proposed to be passed at the 23rd Annual General Meeting of the Company.

Pursuant to the provisions of Section 108 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Management and Administration) Rules, 2014, as amended, and Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, **TAJGVK Hotels & Resorts Limited** ("the Company") is pleased to provide to its Members facility to exercise their right to vote on resolutions proposed to be passed at the 23rd Annual General Meeting of the members of the Company, scheduled to be held on **Friday, the 3rd August, 2018**, at 11.30 a.m. at Sri Sathya Sai Nigamagmam, 8-3-987/2, Srinagar Colony, Hyderabad-500073 by electronic means ("**e-voting**"). The members may cast their votes using an electronic voting system from a place other than the venue of the Meeting ("**remote e-voting**"). Further, the facility for voting through Ballot voting will also be made available at the Meeting and members attending the Meeting who have not cast their vote(s) by remote e-voting will be able to vote at the Meeting through ballot paper.

The Company has engaged the services of **Karvy Computershare Private Limited** ("**Karvy**") as the Agency to provide e-voting facility.

The remote e-voting particulars are set out below:

ELECTRONIC VOTING PARTICULARS

EVSN (E-Voting Event Number)	User ID	Password /PIN

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

Commencement of remote e-voting	:	31st July, 2018 at 9:00 a.m. IST
End of remote e-voting	:	2nd August, 2018 at 5:00 p.m. (IST)

The remote e-voting will not be allowed beyond the aforesaid date and time and the remote e-voting module shall be forthwith disabled by Karvy upon expiry of the aforesaid period.

Voting rights shall be reckoned on the paid-up value of shares registered in the name of the member / beneficial owner (in case of electronic shareholding) as on the cut-off date, i.e., Wednesday, the 25th July, 2018.

The Board of Directors of the Company has appointed Mr. Narender Gandhari, Practicing Company Secretary, (Membership No. FCS4898), Proprietor of M/s. Narender & Associates as Scrutinizer to scrutinize the remote e-voting and Ballot voting process in a fair and transparent manner and he has communicated his willingness to be appointed and will be available for the said purpose.

This communication forms an integral part of the Notice dated May 17, 2018 convening the Meeting. Integrated Annual Report 2017-18 of the Company inter alia comprising the said Notice and this communication are provided herewith and also made available on the website of the Company: www.tajgvk.in.

Please read the instructions and information relating to e-voting printed overleaf carefully before exercising the vote.

**By Order of the Board
For TAJGVK Hotels & Resorts Limited**

Place : Hyderabad
Date : 17.05.2018

**J SRINIVASA MURTHY
CFO & Company Secretary
M. No. : FCS4460**

Instructions and information relating to e-voting are as under:

1. **The members who have cast their vote(s) by remote e-voting may also attend the Meeting but shall not be entitled to cast their vote(s) again at the Meeting.**
2. A member can opt for only single mode of voting, i.e., through remote e-voting or Ballot voting at the Meeting. If a member casts vote(s) by both modes, then voting done through remote e-voting shall prevail and vote(s) cast at the Meeting shall be treated as "INVALID".
3. **A person, whose name is recorded in the register of members or in the register of beneficial owners maintained by the depositories as on the cutoff date, i.e., Wednesday, the 25th July, 2018 only shall be entitled to avail the facility of remote e-voting/Ballot voting. A person who is not a member as on the cut-off date, should treat the Notice for information purpose only.**
4. Any person who becomes a member of the Company after dispatch of the Notice of the Meeting and holding shares as on the cut-off date may obtain the User ID and password from Karvy in the manner as mentioned below:
 - a) If the mobile number of the member is registered against Folio No. / DP ID Client ID, the member may send SMS: **MYEPWD** <space> E-Voting Event Number+Folio No. or DP ID Client ID to **9212993399**
Example for NSDL: MYEPWD <SPACE> IN12345612345678
Example for CDSL: MYEPWD <SPACE> 1402345612345678
Example for Physical: MYEPWD <SPACE> XXXX1234567890
 - b) If e-mail address or mobile number of the member is registered against Folio No. / DP ID Client ID, then on the home page of <https://evoting.karvy.com>, the member may click "Forgot Password" and enter Folio No. or DP ID Client ID and PAN to generate a password.
 - c) Member may call on Karvy's toll-free number: 1800-3454-001 (from 9:00 a.m. to 6:00 p.m.) (IST).
 - d) Member may send an e-mail request to evoting.tajgvk@karvy.com.

If the member is already registered with Karvy's e-voting platform, then he can use his/her existing User ID and password for casting the vote(s) through remote e-voting.

5. The Company has opted to provide the same electronic voting system at the Meeting, as used during remote e-voting, and the said facility shall be operational till all the resolutions proposed in the Notice are considered and voted upon at the Meeting and may be used for voting only by the members holding shares as on the cut-off date who are attending the Meeting and who have not already cast their vote(s) through remote e-voting.

6. Information and instructions for remote e-voting:

I. (A) In case a member receives an e-mail from Karvy [for members whose e-mail addresses are registered with the Company / Depository Participant(s)]:

- a) Launch internet browser by typing the URL: <https://evoting.karvy.com>
- b) Enter the login credentials (i.e., **User ID and password** as given in this communication). The E-Voting Event Number+Folio No. or DP ID Client ID will be your User ID. However, if you are already registered with Karvy for e-voting, you can use your existing User ID and password for casting your vote. If required, please visit <https://evoting.karvy.com> or contact toll-free number 1800-3454-001 (from 9:00 a.m. to 6:00 p.m.) (IST) for your existing password.
- c) After entering these details appropriately, click on "LOGIN".
- d) You will now reach Password Change Menu wherein you are required to mandatorily change your password upon logging-in for the first time. The new password shall comprise minimum 8 characters with at least one upper case (A-Z), one lower case (a-z), one numeric (0-9) and a special character (@,#,\$,etc.). The system will prompt you to change your password and update your contact details like mobile number, e-mail address, etc. on first login. You may also enter a secret question and answer of your choice to retrieve your password in case you forget it. **It is strongly recommended that you do not share your password with any other person and that you take utmost care to keep your password confidential.**
- e) You need to login again with the new credentials.
- f) On successful login, the system will prompt you to select the E-Voting Event Number (EVEN) for TAJGVK Hotels & Resorts Limited.
- g) On the voting page, enter the number of shares (which represent the number of votes) as on the cut-off date under either "FOR" or "AGAINST" or alternatively, you may partially enter any number under "FOR" / "AGAINST", but the total number under "FOR" / "AGAINST" taken together should not exceed your total shareholding as on the cut-off date. You may also choose to "ABSTAIN" and vote will not be counted under either head.
- h) Members holding shares under multiple folios / demat accounts shall choose the voting process separately for each of the folios / demat accounts.
- i) Voting has to be done for each item of the Notice separately. In case you do not desire to cast your vote on any specific item, it will be treated as "ABSTAINED".
- j) You may then cast your vote by selecting an appropriate option and click on "SUBMIT".
- k) A confirmation box will be displayed. Click "OK" to confirm, else "CANCEL" to modify.
- l) Once you confirm, you will not be allowed to modify your vote.
- m) Corporate / Institutional Members (i.e., other than Individuals, HUFs, NRIs, etc.) are also required to send legible scanned certified true copy (in PDF Format) of the Board Resolution / Power of Attorney / Authority Letter, etc., together with attested specimen signature(s) of the duly authorized representative(s), to the Scrutinizer at e-mail id: narenderg99@gmail.com with a copy marked to evoting@karvy.com. They are also requested to upload the same in the e-voting module in their login. The naming format of the aforesaid legible scanned document shall be "Corporate Name_EVENT NO."

(B) In case a member receives physical copy of the Notice by Courier [for members whose e-mail addresses are not registered with the Company / Depository Participant(s)]:

- a) **User ID and password** as given in this communication.
 - b) Please follow all steps from Sr. No. (a) to (m) as mentioned in (A) above, to cast your vote.
- II. You can also update your mobile number and e-mail id in the user profile details of the folio which may be used for sending further communication(s).
- III. **During the voting period, members can login to Karvy's e-voting platform any number of times till they have voted on all the Resolutions.**
- IV. **Once the vote on a resolution is cast by a member, whether partially or otherwise, the member shall not be allowed to change it subsequently or cast the vote again.**
- V. In case of any query pertaining to e-voting, members may refer to the "Help" and "FAQs" sections / E-voting user manual available through a dropdown menu in the "Downloads" section of Karvy's website for e-voting: <http://evoting.karvy.com> or contact Karvy as per the details given under sub-point no. VI below.

VI. Members are requested to note the following contact details for addressing e-voting grievances:

Mr. S. V. Raju / Mr. D. S. Nagaraja, Karvy Computershare Private Limited,
Karvy Selenium Tower B, Plot 31-32, Gachibowli,
Financial District, Nanakramguda, Hyderabad - 500 032
Phone No.: +91 40 6716 1582; Toll-free No.: 1800-3454-001; E-mail: nagaraja.ds@karvy.com

7. The Scrutinizer will, after the conclusion of votes cast through remote e-voting and votes cast at the Meeting (Ballot voting) make a consolidated Scrutinizer's Report and submit the same to the Chairman. The result declared along with the consolidated Scrutinizer's Report will be placed on the website of the Company: www.tajgvk.in and on the website of Karvy at: <https://evoting.karvy.com>. The result will simultaneously be communicated to the stock exchanges.

8. **Subject to receipt of requisite number of votes, the Resolutions proposed in the Notice shall be deemed to be passed on the date of the Meeting, i.e., Friday, the 3rd August, 2018.**

