



## HOUSING DEVELOPMENT FINANCE CORPORATION LIMITED

Regd. Office: Ramon House, 169, Backbay Reclamation, H. T. Parekh Marg, Churchgate, Mumbai 400 020  
 Corp. Office: HDFC House, 165-166, Backbay Reclamation, H. T. Parekh Marg, Churchgate, Mumbai 400 020  
 Corporate Identity Number: L70100MH1977PLC019916, Phone: +91-22-66316000, Fax: +91-22-22811203  
 Website: www.hdfc.com, e-mail: investorcare@hdfc.com

### POSTAL BALLOT FORM

(To be returned to the Scrutinizer appointed by the Corporation)

1. Name(s) of the Member(s) :  
(including joint-holder(s), if any)
  
2. Registered Address of the sole/ first named Member :
  
3. Registered Folio No./ DP ID & Client ID\* :  
(\*applicable only to the Members holding shares in dematerialised form)
  
4. Number of Equity Share(s) held :
  
5. I/We hereby exercise my/ our vote in respect of the Resolutions to be passed through Postal Ballot for the businesses stated in the Postal Ballot Notice dated January 30, 2017, issued by the Corporation, by conveying my/ our assent or dissent to the said Resolutions by placing the tick (✓) mark at the appropriate box below:

Resolution Summary	No. of Equity Shares held by me/us	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
Increase in the Authorised Share Capital and amendments to the Capital Clause of the Memorandum of Association of Housing Development Finance Corporation Limited.			
Approval for issuance of equity shares under Employees Stock Option Scheme - 2017 to the employees and directors of Housing Development Finance Corporation Limited.			

Place: \_\_\_\_\_

Date: \_\_\_\_\_

# E-mail address: \_\_\_\_\_ Contact No.: \_\_\_\_\_

\_\_\_\_\_  
Signature of the Member

# Optional  
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### ELECTRONIC VOTING PARTICULARS

EVEN (E-voting Event Number)	USER ID	PASSWORD / PIN
105948		

Note: Please read the instructions given in the Notes to the Postal Ballot Notice dated January 30, 2017, carefully, before exercising your vote.

### **Instructions for filling Postal Ballot Form**

- (i) Kindly note that the Members can opt only one mode of voting, i.e., either through physical Postal Ballot Form or e-voting. If the Members opt for e-voting, then they should not vote by Postal Ballot and vice versa. However, in case Members cast their vote by physical ballot as well as e-voting, then voting done through e-voting shall prevail and voting done by physical Postal Ballot Form shall be treated as invalid.
- (ii) Members desiring to exercise vote by physical ballot form may complete this Postal Ballot Form and send it to the Scrutinizer in the enclosed self addressed prepaid business reply envelope. Postage will be borne and paid by the Corporation. However, envelopes containing Postal Ballot Form(s), if deposited in person or sent by courier or registered/speed post at the expense of the Member will also be accepted.
- (iii) This Form should be completed and signed by the Member (as per the specimen signature registered with the Corporation/ Depository Participants). In case of joint holding, this Form should be completed and signed by the first named Member and in his/her absence, by the next named Member.
- (iv) Duly completed Postal Ballot Form should reach the Scrutinizer on or before the close of working hours on Friday, March 10, 2017. Postal Ballot Form(s) received after this date will be strictly treated as if reply from such Shareholder(s) has not been received.
- (v) There will be only one Postal Ballot Form for every folio irrespective of the number of joint Shareholder(s). A Member is not entitled to appoint a proxy to vote in his/her behalf by postal ballot.
- (vi) In case of shares held by companies, trusts, societies etc. they are required to send a scanned copy (PDF/JPG Format) of the relevant board resolution/authority letter, etc., together with attested specimen signature(s) of the duly authorised signatory(ies) who is/are authorised to vote, to the Scrutinizer through e-mail to [scrutinizer@hdfc.com](mailto:scrutinizer@hdfc.com) with a copy marked to [evoting@nsdl.co.in](mailto:evoting@nsdl.co.in) by quoting the DP ID and Client ID or Folio No.
- (vii) Members are requested not to send any other paper along with the Postal Ballot Form in the enclosed self addressed pre-paid business reply envelope, as all such envelopes will be sent to the Scrutinizer and any extraneous paper found in such envelope would be destroyed by the Scrutinizer and the Corporation would not be liable to acknowledge or act on the same.
- (viii) Incomplete, unsigned or incorrect postal ballot forms will be rejected. The Scrutinizer's decision on the validity of a Postal Ballot will be final and binding.
- (ix) The Corporation is also offering e-voting facility as an alternate, for all its Members to enable them to cast their votes electronically instead of physical Postal Ballot Form. The detailed procedure for e-voting has been enumerated in the Notes to the Postal Ballot Notice.
- (x) The date of declaration of results of the Postal Ballot shall be the date on which the resolutions would be deemed to have been passed, if approved by the requisite majority as mandated under the relevant provisions of the Companies Act, 2013.