

# KILBURN OFFICE AUTOMATION LIMITED

Regd. Office : Shantiniketan, 15th Floor, 8, Camac Street, Kolkata - 700 017

CIN: L27106WB1980PLC033140

Ph.: 033 - 2282- 8501 / 2282- 7722, Fax : 033 - 2282- 4627

E.mail : koalcorporate@kilburn.in ; Website : www.kilburn.in

## 34TH ANNUAL GENERAL MEETING

### DATE

MONDAY, 31ST AUGUST, 2015

TIME : 11.00 A.M.

Name & Address of Member

### ATTENDANCE SLIP

### VENUE

GYAN MANCH  
11, PRETORIA STREET, KOLKATA - 700 071

Serial No.

I certify that I am a Member / Proxy for the Member holding  
Please ✓ in the box

Member       Proxy

\_\_\_\_\_  
Name of the Proxy in Block Letters

\_\_\_\_\_  
Signature of Member / Proxy attending

**NOTES :** i) Member / Proxy attending the Annual General Meeting (AGM) must bring his / her Attendance Slip which should be signed and deposited before entry to the Main Auditorium.

ii) Duplicate Attendance Slip will not be issued at the venue.

### ELECTRONIC VOTING

Electronic voting (e-voting) facility is being provided in respect of the Resolutions proposed at the 34th AGM, in accordance with Section 108 of the Companies Act, 2013 read with Rule 20 of the Companies (Management and Administration) Rules, 2014.

Your e-voting user ID and password are provided below:

Electronic Voting Event Number (EVEN)	User ID	Password
150730012		



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## 34TH ANNUAL GENERAL MEETING

[Pursuant to Section 105(6) of the Companies Act, 2013 and Rule 19(3) of the Companies (Management and Administration) Rules, 2014]

### PROXY FORM

I / We, being the Member(s) of \_\_\_\_\_ shares of Kilburn Office Automation Limited, hereby appoint

(1) Name: \_\_\_\_\_ Address: \_\_\_\_\_

E-mail ID: \_\_\_\_\_ Signature: \_\_\_\_\_, or failing him

(2) Name: \_\_\_\_\_ Address: \_\_\_\_\_

E-mail ID: \_\_\_\_\_ Signature: \_\_\_\_\_, or failing him

(3) Name: \_\_\_\_\_ Address: \_\_\_\_\_

E-mail ID: \_\_\_\_\_ Signature: \_\_\_\_\_

as my / our proxy to attend and vote (on a poll) for me / us and on my / our behalf at the Annual General Meeting (AGM) of the Company to be held on the Monday, 31st August, 2015 at 11.00 a.m. at Gyan Manch, 11, Pretoria Street, Kolkata - 700071 and at any adjournment thereof in respect of such resolutions as are indicated below:

Resolution Number	Description	Option (✓)	
		For	Against
<b>Ordinary Business</b>			
1	ADOPTION OF ANNUAL ACCOUNTS AND OF BOARD OF DIRECTORS AND AUDITORS REPORTS THEREON FOR THE FINANCIAL YEAR ENDED 31 <sup>ST</sup> MARCH, 2015.		
2	APPOINTMENT OF MR. SANDEEP KUMAR JALAN, DIRECTOR WHO RETIRES BY ROTATION AND BEING ELIGIBLE OFFERS HIMSELF FOR RE-APPOINTMENT.		
3	RE-APPOINTMENT OF M/S. RAKESH SETHIA & CO., CHARTERED ACCOUNTANTS, AS STATUTORY AUDITORS AND FIXING THEIR REMUNERATION.		
<b>Special Business</b>			
<b>A. Ordinary Resolutions</b>			
4	APPOINTMENT OF SMT. JHUMUR BHATTACHARJEE AS AN INDEPENDENT DIRECTOR FOR A PERIOD OF FIVE YEARS WITH EFFECT FROM THE DATE OF THIS AGM.		
5	APPOINTMENT OF MR. DILIP MUKHERJEE AS AN INDEPENDENT DIRECTOR FOR A PERIOD OF FIVE YEARS WITH EFFECT FROM THE DATE OF THIS AGM.		
<b>B. Special Resolution</b>			
6	RE-APPOINTMENT OF MR. VARADARAJAN VANCHI AS THE MANAGING DIRECTOR OF THE COMPANY.		

Signed this ..... day of ..... 2015 Signature of Member: \_\_\_\_\_

Affix  
Revenue  
Stamp

Note: This form of proxy, in order to be effective, should be duly completed and deposited at the Registered Office of the Company at Shantiniketan, 15th Floor, 8, Camac Street, Kolkata - 700 017 not less than 48 hours before the commencement of the AGM on 28th August, 2015.