



KOVILPATTI LAKSHMI ROLLER FLOUR MILLS LIMITED

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POSTAL BALLOT NOTICE

[Pursuant to Section 108 and 110 of the Companies Act, 2013 read with Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014]

Dear Shareholder(s),

NOTICE is hereby given to the members of Kovilpatti Lakshmi Roller Flour Mills Limited ("the Company") pursuant to Section(s) 108, 110 and other applicable provisions, if any, of the Companies Act, 2013 ("**Act**") and Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014 (the "**Rules**") (including any statutory modification(s) or amendment(s) or re-enactment(s) thereof for the time being in force and as amended from time to time) read with General Circular No.03/2025 dated September 22, 2025 and other relevant circular(s) issued by the Ministry of Corporate Affairs from time to time (hereinafter collectively referred to as "**MCA Circulars**"), Regulation 44 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("**Listing Regulations**"), the Secretarial Standards on General Meetings ("SS-2") issued by the Institute of Company Secretaries of India and subject to all other applicable laws, rules and regulations, if any, that the Company hereby seeks the approval of the members for the following special business, as set out in the resolution (as indicated herein below), through Postal Ballot by way of voting through electronic means ("**remote e-voting**") only.

1. To consider and to grant approval for the alteration of objects clause of the Memorandum of Association of the Company (Special Resolution).

Pursuant to Section 102(1) of the Companies Act, 2013 read with the applicable provisions of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), the statement setting out the material facts concerning the resolution set out in Item No. 1 of this Postal Ballot Notice dated November 11, 2025 is annexed and form part of this notice. The Postal Ballot Notice dated November 11, 2025 is also placed on the website of the Company at www.klrf.in.

Pursuant to the aforesaid MCA Circular(s) and pursuant to the provisions of Section 110 and other applicable provisions, if any, of the Companies Act, 2013 and the relevant Rules made thereunder, this Postal Ballot Notice is being sent only in electronic form by email to all those shareholders, who have registered their email addresses with the Company / RTA / Depository / Depository Participants and the communication of assent/dissent by the members on the resolution set out hereunder will take place through remote e-voting process only. This Postal Ballot is accordingly being initiated in compliance with the above said MCA Circular(s). If your e-mail address is not registered with the Company / RTA/ Depositories / Depository Participants, please follow the process provided in the Notes to receive this Postal Ballot Notice.

In compliance with the requirements of the MCA Circular(s), the hard copy of this Postal Ballot Notice along with Postal Ballot Forms and pre-paid business envelope will not be sent to the shareholders and hence, the shareholders are requested to communicate their assent or dissent through remote e-voting process only.

The Board of Directors of the Company, at their meeting held on November 11, 2025, has appointed Sri. M. D. Selvaraj (FCS 960 / COP 411), Managing Partner of M/s. MDS & Associates LLP, Company Secretaries, Coimbatore as the Scrutinizer for conducting the Postal Ballot voting through electronic means in a fair and transparent manner and for ascertaining the requisite majority in compliance with Rule 22(5) & (6) of the Companies (Management and Administration) Rules, 2014.

Pursuant to Regulation 44 of the Listing Regulations and pursuant to the provisions of Sections 108 and 110 of the Companies Act, 2013 read with the relevant Rules and the MCA Circular(s), the Company has provided electronic voting ("remote e-voting") facility only.

The Company has engaged the services of MUFG Intime India Private Limited (formerly Link Intime India Private Limited) ("MIPL") to provide e-voting facility to the members of the Company through their Instavote platform (<https://instavote.linkintime.co.in>). Please refer to the instructions for e-voting given hereinafter the proposed resolution(s), to cast votes through electronic voting means.

The remote e-voting platform will be opened for tendering your votes from **09:00 AM (IST) on Wednesday, November 19, 2025 and end at 05:00 PM (IST) on Thursday, December 18, 2025 (both days inclusive)**. The remote e-voting will be disabled by MUFG Intime India Private Limited (formerly Link Intime India Private Limited) thereafter. Members are requested to read the instructions carefully while expressing their assent or dissent and cast votes through the remote e-voting facility by not later than **05:00 PM (IST) on Thursday, December 18, 2025**.

The Scrutinizer shall submit his report to the Chairman and Managing Director of the Company or any other person as may be authorized by him upon completion of the scrutiny of the votes cast through remote e-voting. The results of the postal ballot e-voting will be announced within 2 working days from the closing of the remote e-voting and the same will be displayed on the website of the Company (www.klrf.in), MUFG Intime India Private Limited (formerly "Link Intime India Private Limited") (<https://instavote.linkintime.co.in>) and the same will be communicated to BSE Limited ("BSE"), being the stock exchange where the equity shares of the company are listed, within the stipulated time.

In the event, the resolution, as set out under Item No.1 below, is assented by the requisite majority of the members by means of Postal Ballot voting process, it shall be deemed to have been duly passed at the duly convened General Meeting of the Company and it shall be deemed to have been passed on Thursday, December 18, 2025, being the last date specified by the Company for receiving the votes under the Postal Ballot process. The resolution for the purpose as stated herein below is proposed to be passed by Postal Ballot/remote e-voting means:

SPECIAL BUSINESS:

Item No: 1

Approval for the alteration of objects clause of the Memorandum of Association of the Company.

To consider and, if thought fit, to give assent or dissent to the following Resolution proposed to be passed as a **Special Resolution**:

"RESOLVED THAT pursuant to the provisions of Section 4, 13 and other applicable provisions, if any, of the Companies Act, 2013 read with the Companies (Incorporation) Rules, 2014 and other relevant rules made thereunder (including any statutory amendment(s) or modification(s) or re-enactment(s) thereof, for the time being in force) and subject to necessary approvals, consents, permissions, sanctions as may be required, if any, in this regard, the approval of the members of the Company be and is hereby accorded to amend the existing Objects Clause (III)(A) of the Memorandum of Association of the Company in the following manner:-

RESOLVED FURTHER THAT the following new sub-clause (7) be inserted thereof immediately after the existing sub-clause (6) under the Objects Clause (III)(A) of the Memorandum of Association:

"7. To carry on the business, whether in India or abroad, as hoteliers, hotel proprietors, hotel managers and operators, refreshment contractors and caterers, restaurant keepers, refreshment room proprietors, milk and snack bar proprietors, cafe and tavern proprietors, lodging house proprietors, ice cream merchants, sweetmeat merchants, milk manufacturers and merchants, bakers, confectioners, professional merchants, purveyors, licensed victuallers, wine and spirit merchants, blenders and bottlers, tour operators, event managers, travel agents, leisure advisors, holiday planners, trip planners, event planners, and purchase, take on lease or otherwise acquire lands, and to use, convert, adapt and maintain all or any of such lands, buildings and premises, to and for the purposes of construction and for the business of running, owning, acquiring, operating, conducting, managing and maintaining hotels, motels, resorts, lodging and boarding houses, holiday homes, serviced apartments, workspaces, castles, inns, rest houses, guest houses, holiday camps, accommodations and facilities of all description, restaurants, tavern, coffee houses, tea houses, liquor bars, wine, beer and aerated mineral and artificial water and other drinks, soft drink bars, cold drink houses, ice-cream parlours, milk and snack bars, cold storages, canteens, food stalls, fruit stalls, libraries, reading rooms, laundries, housekeepers, pools, clubs, pubs, casinos, spas, hair dressing and beauty salons, theatres, studios, gymnasiums, car parks, garages and service stations, hangers and race courses, exhibition halls, entertainment centres, shops, plaza, parks and places of amusement, recreation and entertainment, and to act as hotel management consultants, managers, operators, advisors, planners, valuers and to impart technical know-how and training in the field of planning, construction, operation of hotels, motels, restaurants, recreation and entertainment centres, and to act as collaborators, technicians, financiers to any other hotels or restaurants."

RESOLVED FURTHER THAT for the purpose of giving effect to this resolution, the Board of Directors be and is hereby authorized, for and on behalf of the Company, to do all such acts, deeds, matters and things as it may, in its absolute discretion, deem necessary, expedient, proper or desirable including to make any modifications, changes and alterations stipulated by any authority while according approval, as may be considered necessary and to settle all questions, difficulties or doubts that may arise in this regard as the Board in its absolute discretion may deem necessary or desirable and its decision shall be final and binding.”

STATEMENT SETTING OUT THE MATERIAL FACTS PURSUANT TO SECTION 102(1) OF THE COMPANIES ACT, 2013:

The following statement sets out the material facts relating to the special business mentioned under Item No.1 in the accompanying Postal Ballot Notice dated November 11, 2025 and shall be taken as forming part of the Notice:

Item No.1

Considering the future business plans and the market opportunities, the Board of Directors, at their meeting held on November 11, 2025, has approved and recommended to alter the existing Objects Clause (III)(A) of the Memorandum of Association of the Company in order to enable the Company to expand and diversify its business operations by venturing into the new line of hotel and hospitality business, subject to the approval of the members by means of passing a special resolution. The proposed amendment to the Objects Clause III(A), as a part of business strategy, is intended to diversify the Company's business operations and revenue sources, enhance profitability and utilise the existing resources available with the company.

Pursuant to Section 13 of the Companies Act, 2013, any amendment with respect to the objects of the Memorandum of Association of the Company shall require the approval of the members by way of passing necessary special resolution and such amendment shall be subject to the approval of the Registrar of Companies.

Accordingly, the special resolution, as set out in Item No.1 of this Notice, is placed before the members for approval. Your directors recommend the passing of this resolution.

A copy of the existing Memorandum of Association of the Company together with the proposed amendment(s) are available for inspection by the members electronically on the Company's website (www.klrf.in) and also, at the Registered Office of the Company during the normal office hours on all working days other than on Saturdays and Sundays till December 18, 2025, being the last date specified by the Company for receiving the votes under the Postal Ballot process.

None of the Directors and the Key Managerial Personnel of the Company or their relatives are concerned or interested, financially or otherwise, in the special resolution set out under Item No.1 of this Notice, except to the extent of their shareholding in the Company, if any.

Notes:

1. Members may note that the Postal Ballot Notice has been placed on the Company's website www.klrf.in, on the website of BSE Limited (BSE), the stock exchange where the equity shares of the Company are listed and on the website of MUFG Intime India Private Limited (formerly Link Intime India Private Limited) ("RTA") at <https://instavote.linkintime.co.in>.
2. The Statement pursuant to Sections 102 and other applicable provisions of the Companies 2013 (the "Act") read with the Rules setting out all material facts relating to the resolution mentioned in this Postal Ballot Notice is annexed hereto.
3. The Board of Directors of the Company has appointed Sri. M. D. Selvaraj, FCS, Managing Partner of M/s. MDS & Associates LLP, Company Secretaries, "Surya Enclave", No.37, May Flower Avenue, Sowripalayam Road, Coimbatore – 641028, as the Scrutinizer for conducting the postal ballot through remote e-voting in a fair and transparent manner and for the purpose of ascertaining the requisite majority.
4. The approval of the shareholders is being sought through the Postal Ballot remote e-voting process pursuant to Section 108 and 110 of the Companies Act, 2013 read with Rule 20 and 22 of the Companies (Management and Administration) Rules, 2014 and Regulation 44 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.
5. The facility of voting by electronic means is being provided by MUFG Intime India Private Limited (formerly Link Intime India Private Limited) (MIPL) for which the required procedure is incorporated in the Postal Ballot Notice. The remote e-voting period commences from **09:00 AM (IST) on Wednesday, November 19, 2025 and ends at 05:00 PM (IST) on Thursday, December 18, 2025 (both days inclusive).**

6. The Notice is being sent only by email to all those Members of the Company, whose names appear in the Register of Members / List of Beneficial Owners as received from National Securities Depository Limited ("NSDL")/Central Depository Services (India) Limited ("CDSL") as on **Friday, November 14, 2025 ("cut-off date")** and who have registered their email addresses in respect of electronic holdings with the Depository through the concerned Depository Participants and in respect of physical holdings with the Company's Registrar and Share Transfer Agent, MUFG Intime India Private Limited (formerly Link Intime India Private Limited) (MIPL) ("RTA") in accordance with the provisions of the Companies Act, 2013, read with Rules made thereunder and the relevant Circulars issued by the Ministry of Corporate Affairs from time to time ("MCA Circulars").
7. All the Members of the Company whose names are appearing on the Register of Members / List of Beneficial Owners as on the cut-off date i.e., **Friday, November 14, 2025 ("cut-off date")** (including those Members who may not have received this Notice due to non-registration of their e-mail address with the Company or the Depositories / Depository Participants) shall be eligible for remote e-voting. A person who is not a member as on the cut-off date should treat this notice for information purpose only.
8. Please note that e-voting module shall be disabled for voting by MUFG Intime India Private Limited (formerly "Link Intime India Private Limited") (MIPL) after **05:00 PM (IST) on Thursday, December 18, 2025**. During the remote e-voting period, the members of the Company holding equity shares, either in physical form or dematerialised form, as on **Friday, November 14, 2025 ("cut-off date")**, may cast their vote electronically. Once vote on a resolution is cast by the member, he/she shall not be allowed to change it subsequently or cast the vote again.
9. In terms of the MCA Circulars, the Company will send this Notice in electronic form only and hard copy of this Notice along with postal ballot forms and pre-paid business envelope will not be sent to the shareholders for this postal ballot. Accordingly, the communication of the assent or dissent of the members would take place through the remote e-voting system. Therefore, those Shareholders who have not yet registered their e-mail address are requested to get their e-mail address submitted by following the procedure given below:
 - i. In light of the MCA Circulars, for remote e-voting for this Postal Ballot, the Shareholders whether holding equity shares in dematerialised form or in physical form and who have not submitted their email address and in consequence to whom the Postal Ballot notice could not be served, may temporarily get their e-mail address registered with the Company's Registrar and Share Transfer Agent, MUFG Intime India Private Limited (formerly "Link Intime India Private Limited") by submitting necessary request form(s) along with supporting documents. Post successful registration of the e-mail address, the Shareholder would get a soft copy of this Notice and the procedure for e-voting along with the user-id and the password to enable e-voting for this Postal Ballot. In case of any queries, Shareholders may write to the Company at cosec@klrf.in or may contact Instavote helpdesk by sending request at enotices@in.mpms.mufig.com
 - ii. It is clarified that for permanent submission of e-mail address, the Shareholders are however requested to register their email address, in respect of electronic holdings with the depository through the concerned depository participant(s) and in respect of physical holdings with the Company's Registrar and Share Transfer Agent, MUFG Intime India Private Limited (formerly "Link Intime India Private Limited"), having its office at 'Surya', 35, Mayflower Avenue, behind Senthil Nagar, Sowripalayam Road, Coimbatore - 641028, Tamil Nadu, India, (Tel: +91 422 2539835/36) by following the due procedure.
 - iii. Those Shareholders who have already registered their e-mail address are requested to keep their e-mail address validated with their depository participant(s)/ the Company's Registrar and Share Transfer Agent, MUFG Intime India Private Limited (formerly "Link Intime India Private Limited") to enable serving of notices/ documents/ annual reports electronically to their e-mail address.
10. The voting rights of members shall be in proportion to their share in the paid-up equity share capital of the Company as on the cut-off date.
11. A member cannot exercise his vote by proxy on Postal Ballot.
12. Institutional / Corporate Shareholders (i.e. other than individuals / HUF, NRI, etc.) are required to send a scanned copy (PDF/ JPEG Format) of its Board or governing body Resolution/ Authorization etc., authorizing its representative to vote through postal ballot means by remote e-voting means on its behalf. The said Resolution/Authorization shall be sent to the Scrutinizer by email through its registered email address to klrf@mdsassociates.in with a copy marked to the company to cosec@klrf.in

13. As per the green initiatives taken by the Ministry of Corporate Affairs, the shareholders are advised to register/update their e-mail address with the Company/RTA in respect of shares held in physical form and with the concerned Depository Participant in respect of shares held in electronic form in order to enable the company to serve documents in electronic mode.

14. Members are further requested to:

- Quote folio number/ DP ID/ Client ID in all correspondence with the Company or its Registrar & Share Transfer Agent.
- Intimate about consolidation of folios to Registrar & Share Transfer Agent, if your shareholding is under multiple folios.
- Note that Securities and Exchange Board of India ("SEBI") had mandated that the transfer of securities held in physical form, except in case of transmission or transposition, shall not be processed by the listed entities / Registrar and Share Transfer Agents with effect from April 1, 2019. Further, SEBI had mandated the listed entities to issue shares only in dematerialized mode, with effect from January 25, 2022, to shareholder(s)/ claimant(s) holding shares in physical mode, as against their service requests including for transmission or transposition of shares. In view of this Members are requested to convert their physical share certificate into Demat form.
- Further, as per SEBI's Master Circular dated June 23, 2025, Members holding shares in physical form, whose folio(s) lack PAN, contact details, Bank Account details or updated specimen signature, will only be eligible for payment of dividend, through electronic mode effective from April 1, 2024. Therefore, Members holding shares in physical form are requested to update the mentioned details by providing the appropriate requests through ISR forms with the Registrar and Share Transfer Agent to ensure receipt of dividend.

Necessary prior intimation(s) in this regard was provided to the Shareholders. A copy of the required circular(s) is/are available on the Company's website www.klrf.in.

15. In compliance with provisions of Sections 108, 110 and other applicable provisions, if any, of the Companies Act, 2013 read with Rules framed thereunder, Regulation 44 of the SEBI Listing Regulations and the Secretarial Standards on General Meetings (SS-2) read with relevant MCA Circulars, the Company is pleased to provide remote e-voting facility to all its members, to enable them to cast their vote electronically instead of dispatching the physical Postal Ballot form by post. For this purpose, the Company has engaged MUFG Intime India Private Limited (formerly Link Intime India Private Limited) (MIPL) for facilitating the e-voting.

16. The Scrutinizer will submit his report after completion of scrutiny, within two working days from the conclusion of the remote e-voting process. The Chairman and Managing Director or any other person duly authorized by him will announce the results of the voting by Postal Ballot within the prescribed time by placing the same on the Company's website www.klrf.in and the same will also be placed on the website of MIPL and will also be communicated to BSE Limited (BSE), where the equity shares of the Company are listed.

17. The instructions for Shareholders for remote e-voting are as under:

- a) The remote e-voting period commences from **09:00 AM (IST) on Wednesday, November 19, 2025 and ends at 05:00 PM (IST) on Thursday, December 18, 2025 (both days inclusive)**. During this period, the members of the Company holding shares either in physical form or in dematerialized form, as on the Cut-Off Date i.e. **Friday, November 14, 2025 ("cut-off date")**, shall be entitled to cast their vote electronically. The e-voting module shall be disabled by MUFG Intime India Private Limited (formerly Link Intime India Private Limited) (MIPL) after **05:00 PM (IST) on Thursday, December 18, 2025**. Once the vote on the resolution is cast by a member, he/she shall not be allowed to change it subsequently or cast the vote again.
- b) In terms of SEBI Master Circular no. SEBI/HO/CFD/PoD2/CIR/P/0155 dated November 11, 2024 on e-Voting facility provided by Listed Companies, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants. Shareholders are advised to update their mobile number and email Id in their demat accounts in order to access e-Voting facility. Pursuant to aforesaid SEBI Circular, login method for remote e-voting for Individual shareholders holding securities in mode with CDSL/ NSDL is given below:

Remote e-Voting Instructions for shareholders:

In terms of SEBI Master Circular no. SEBI/HO/CFD/PoD2/CIR/P/0155 dated November 11, 2024, Individual shareholders holding securities in demat mode are allowed to vote through their demat account maintained with Depositories and Depository Participants.

Shareholders are advised to update their mobile number and email Id correctly in their demat accounts to access e-Voting facility.

Login method for Individual shareholders holding securities in demat mode is given below:

Individual Shareholders holding securities in demat mode with NSDL.

METHOD 1 - Individual Shareholders registered with NSDL IDeAS facility

Shareholders who have registered for NSDL IDeAS facility:

- a) Visit URL: <https://eservices.nsdl.com> and click on "Beneficial Owner" icon under "IDeAS Login Section".
- b) Enter User ID and Password. Click on "Login"
- c) After successful authentication, you will be able to see e-Voting services under Value added services. Click on "Access to e-Voting" under e-Voting services.
- d) Click on "MUFG InTime" or "evoting link displayed alongside Company's Name" and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

OR

Shareholders who have not registered for NSDL IDeAS facility:

- a) To register, visit URL: <https://eservices.nsdl.com> and select "Register Online for IDeAS Portal" or click on <https://eservices.nsdl.com/SecureWeb/IdeasDirectReg.jsp>
- b) Enter 8-character DP ID, 8-digit Client ID, Mobile no, Verification code & click on "Submit".
- c) Enter the last 4 digits of your bank account / generate 'OTP'
- d) Post successful registration, user will be provided with Login ID and password. Follow steps given above in points (a-d).

METHOD 2 - Individual Shareholders directly visiting the e-voting website of NSDL

- a) Visit URL: <https://www.evoting.nsdl.com>
- b) Click on the "Login" tab available under 'Shareholder/Member' section.
- c) Enter User ID (i.e., your sixteen-digit demat account number held with NSDL), Password/OTP and a Verification Code as shown on the screen.
- d) Post successful authentication, you will be re-directed to NSDL depository website wherein you will be able to see e-Voting services under Value added services. Click on "Access to e Voting" under e-Voting services.
- e) Click on "MUFG InTime" or "evoting link displayed alongside Company's Name" and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

METHOD 3 - NSDL OTP based login

- a) Visit URL: <https://eservices.nsdl.com/SecureWeb/evoting/evotinglogin.jsp>
- b) Enter your 8 - character DP ID, 8 - digit Client Id, PAN, Verification code and generate OTP.
- c) Enter the OTP received on your registered email ID/ mobile number and click on login.
- d) Post successful authentication, you will be re-directed to NSDL depository website wherein you will be able to see e-Voting services under Value added services. Click on "Access to e Voting" under e-Voting services.
- e) Click on "MUFG InTime" or "evoting link displayed alongside Company's Name" and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

Individual Shareholders holding securities in demat mode with CDSL

METHOD 1 – Individual Shareholders registered with CDSL Easi/ Easiest facility

Shareholders who have registered/ opted for CDSL Easi/ Easiest facility:

- a) Visit URL: <https://web.cdslindia.com/myeasitoken/Home/Login> or www.cdslindia.com.
- b) Click on New System Myeasi Tab
- c) Enter existing username, Password & click on “Login”.
- d) Post successful authentication, user will be able to see e-voting option. The evoting option will have links of e-voting service providers i.e., MUFG InTime. Click on “MUFG InTime” or “evoting link displayed alongside Company’s Name” and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

OR

Shareholders who have not registered for CDSL Easi/ Easiest facility:

- a) To register, visit URL: <https://web.cdslindia.com/myeasitoken/Registration/EasiRegistration> / <https://web.cdslindia.com/myeasitoken/Registration/EasiestRegistration>
- b) Proceed with updating the required fields.
- c) Post registration, user will be provided username and password. Follow steps given above in points (a-c).

METHOD 2 - Individual Shareholders directly visiting the e-voting website of CDSL

- a) Visit URL: <https://www.cdslindia.com>
- b) Go to e-voting tab.
- c) Enter 16-digit Demat Account Number (BO ID) and PAN No. and click on “Submit”.
- d) System will authenticate the user by sending OTP on registered Mobile and Email as recorded in Demat Account
- e) Post successful authentication, user will be able to see e-voting option. The evoting option will have links of e-voting service providers i.e., MUFG InTime. Click on “MUFG InTime” or “evoting link displayed alongside Company’s Name” and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

Individual Shareholders holding securities in demat mode with Depository Participant

Individual shareholders can also login using the login credentials of your demat account through your depository participant registered with NSDL / CDSL for e-voting facility.

- a) Login to DP website
- b) After Successful login, user shall navigate through “e-voting” option.
- c) Click on e-voting option, user will be redirected to NSDL / CDSL Depository website after successful authentication, wherein user can see e-voting feature.
- d) After successful authentication, click on “MUFG InTime” or “evoting link displayed alongside Company’s Name” and you will be redirected to InstaVote website for casting the vote during the remote e-voting period.

Login method for shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode

Shareholders holding shares in physical mode / Non-Individual Shareholders holding securities in demat mode as on the cut-off date for e-voting may register for InstaVote as under:

Guidelines for Institutional shareholders (“Custodian / Corporate Body/ Mutual Fund”)

STEP 1: LOGIN / SIGNUP to InstaVote

Shareholders registered for INSTAVOTE facility:

a) Visit URL: <https://instavote.linkintime.co.in> & click on “Login” under SHARE HOLDER’ tab.

b) Enter details as under:

1. User ID: Enter User ID

- NSDL demat account – User ID is 8 Character DP ID followed by 8 Digit Client ID.
- CDSL demat account – User ID is 16 Digit Beneficiary ID.
- Shareholders holding shares in physical form – User ID is Event No + Folio Number registered with the Company

2. Password: Enter existing Password

3. Enter Image Verification (CAPTCHA) Code

4. Click “Submit”.

(Home page of e-voting will open. Follow the process given under “Steps to cast vote for Resolutions”)

Shareholders not registered for INSTAVOTE facility:

a) Visit URL: <https://instavote.linkintime.co.in> & click on “Sign Up” under ‘SHARE HOLDER’ tab & register with details as under:

1. User ID: Enter User ID

- NSDL demat account – User ID is 8 Character DP ID followed by 8 Digit Client ID.
- CDSL demat account – User ID is 16 Digit Beneficiary ID.
- Shareholders holding shares in physical form – User ID is Event No + Folio Number registered with the Company

2. PAN: Enter your 10-digit Permanent Account Number (PAN) (Shareholders who have not updated their PAN with the Depository Participant (DP)/ Company shall use the sequence number provided to you, if applicable.

3. DOB/DOI: Enter the Date of Birth (DOB) / Date of Incorporation (DOI) (As recorded with your DP/Company - in DD/MM/YYYY format)

4. Bank Account Number: Enter your Bank Account Number (last four digits), as recorded with your DP/Company.

- Shareholders holding shares in **NSDL form**, shall provide ‘D’ above
- Shareholders holding shares in physical form but have not recorded ‘C’ and ‘D’, shall provide their Folio number in ‘D’ above

5. 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).

6. Enter Image Verification (CAPTCHA) Code.

7. Click “Submit” (You have now registered on InstaVote). Post successful registration, click on “Login” under ‘SHARE HOLDER’ tab & follow steps given above in points (a-b).

STEP 2: Steps to cast vote for Resolutions through InstaVote

A. Post successful authentication and redirection to InstaVote inbox page, you will be able to see the “Notification for e-voting”.

B. Select ‘View’ icon. E-voting page will appear.

C. 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).

D. After selecting the desired option i.e. Favour / Against, click on ‘Submit’.

E. 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.

NOTE: Shareholders may click on “Vote as per Proxy Advisor’s Recommendation” option and view proxy advisor recommendations for each resolution before casting vote. “Vote as per Proxy Advisor’s Recommendation” option provides access to expert insights during the e-Voting process. Shareholders may modify their vote before final submission.

Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently.

Guidelines for Institutional shareholders (“Custodian / Corporate Body/ Mutual Fund”)

STEP 1 – Custodian / Corporate Body/ Mutual Fund Registration

- a) Visit URL: <https://instavote.linkintime.co.in>
- b) Click on “Sign Up” under “Custodian / Corporate Body/ Mutual Fund”
- c) Fill up your entity details and submit the form.
- d) A declaration form and organization ID is generated and sent to the Primary contact person email ID (which is filled at the time of sign up). The said form is to be signed by the Authorised Signatory, Director, Company Secretary of the entity & stamped and sent to insta.vote@linkintime.co.in.
- e) Thereafter, Login credentials (User ID; Organisation ID; Password) is sent to Primary contact person’s email ID. (You have now registered on InstaVote)

STEP 2 – Investor Mapping

- a) Visit URL: <https://instavote.linkintime.co.in> and login with InstaVote Login credentials.
- b) Click on “Investor Mapping” tab under the Menu Section
- c) Map the Investor with the following details:
 - i. ‘Investor ID’ – Investor ID for NSDL demat account is 8 Character DP ID followed by 8 Digit Client ID i.e., IN00000012345678; Investor ID for CDSL demat account is 16 Digit Beneficiary ID.
 - ii. ‘Investor’s Name - Enter Investor’s Name as updated with DP.
 - iii. ‘Investor PAN’ - Enter your 10-digit PAN.
 - iv. ‘Power of Attorney’ - Attach Board resolution or Power of Attorney.

NOTE: File Name for the Board resolution/ Power of Attorney shall be – DP ID and Client ID or 16 Digit Beneficiary ID.

Further, Custodians and Mutual Funds shall also upload specimen signatures.

- d) Click on Submit button. (The investor is now mapped with the Custodian / Corporate Body/ Mutual Fund Entity). The same can be viewed under the “Report Section”.

STEP 3 – Steps to cast vote for Resolutions through InstaVote

The corporate shareholder can vote by two methods, during the remote e-voting period.

METHOD 1 - VOTES ENTRY

- a) Visit URL: <https://instavote.linkintime.co.in> and login with InstaVote Login credentials.
- b) Click on “Votes Entry” tab under the Menu section.
- c) Enter the “Event No.” for which you want to cast vote. Event No. can be viewed on the home page of InstaVote under “On-going Events”.
- d) Enter “16-digit Demat Account No.”.
- e) 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). After selecting the desired option i.e. Favour / Against, click on ‘Submit’.
- f) 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. (Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently).

METHOD 2 - VOTES UPLOAD

- a) Visit URL: <https://instavote.linkintime.co.in> and login with InstaVote Login credentials.
- b) After successful login, you will see "Notification for e-voting".
- c) Select "View" icon for "Company's Name / Event number".
- d) E-voting page will appear.
- e) Download sample vote file from "Download Sample Vote File" tab.
- f) Cast your vote by selecting your desired option 'Favour / Against' in the sample vote file and upload the same under "Upload Vote File" option.
- g) Click on 'Submit'. 'Data uploaded successfully' message will be displayed. (Once you cast your vote on the resolution, you will not be allowed to modify or change it subsequently).

Helpdesk:

Shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode:

Shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode facing any technical issue in login may contact INSTAVOTE helpdesk by sending a request at enotices@in.mpms.mufg.com or contact on: - Tel: 022 – 4918 6000.

Helpdesk for Individual Shareholders holding securities in demat mode:

Individual Shareholders holding securities in demat mode may contact the respective helpdesk for any technical issues related to login through Depository i.e. NSDL and CDSL.

Login type	Helpdesk details
Individual Shareholders holding securities in demat mode with NSDL	Members facing any technical issue in login can contact NSDL helpdesk by sending a request at evoting@nsdl.com or call at: +91 22 4886 7000.
Individual Shareholders holding securities in demat mode with CDSL	Members facing any technical issue in login can contact CDSL helpdesk by sending a request at helpdesk.evoting@cdslindia.com or contact at toll free no. 1800 22 55 33.

Forgot Password:

Shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode:

Shareholders holding securities in physical mode / Non-Individual Shareholders holding securities in demat mode have forgotten the USER ID [Login ID] or Password or both then the shareholder can use the "Forgot Password" option available on: <https://instavote.linkintime.co.in>

- Click on "Login" under 'SHARE HOLDER' tab.
- Click "forgot password?"
- Enter User ID, select Mode and Enter Image Verification code (CAPTCHA).
- Click on "SUBMIT".

User ID:

NSDL demat account – User ID is 8 Character DP ID followed by 8 Digit Client ID.

CDSL demat account – User ID is 16 Digit Beneficiary ID.

Shareholders holding shares in physical form – User ID is Event No + Folio Number registered with the Company.

In case Custodian / Corporate Body/ Mutual Fund has forgotten the USER ID [Login ID] or Password or both then the shareholder can use the "Forgot Password" option available on: <https://instavote.linkintime.co.in>

- Click on 'Login' under "Custodian / Corporate Body/ Mutual Fund" tab
- Click "forgot password?"
- Enter User ID, Organization ID and Enter Image Verification code (CAPTCHA).
- Click on "SUBMIT".

In case shareholders have a valid email address, Password will be sent to his / her registered e mail address. Shareholders can set the password of his/her choice by providing information about the particulars of the Security Question and Answer, PAN, DOB/DOI etc. The password should contain a minimum of 8 characters, at least one special character (!#\$%&), at least one numeral, at least one alphabet and at least one capital letter.*

Individual Shareholders holding securities in demat mode with NSDL/ CDSL has forgotten the password:

Individual Shareholders holding securities in demat mode have forgotten the USER ID [Login ID] or Password or both, then the Shareholders are advised to use Forget User ID and Forget Password option available at above mentioned depository/ depository participants website.

General Instructions – Shareholders

- 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 this 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".

By and on behalf of the Board
For **Kovilpatti Lakshmi Roller Flour Mills Limited**

S. Piramuthu
Company Secretary
Membership No. F9142

Place : Coimbatore
Date : 11th November 2025