

**COLGATE-PALMOLIVE (INDIA) LIMITED**

CIN: L24200MH1937PLC002700

Registered Office: Colgate Research Centre, Main Street, Hiranandani Gardens, Powai, Mumbai - 400 076.

Tel. No.: (022) 6709 5050 – Fax No.: (022) 2570 5088; Email: investors_grievance@colpal.com; Website: www.colgatepalmolive.co.in

POSTAL BALLOT FORM

Serial No.:

1.	Name and Registered Address of the sole/ first named Member/ Beneficial Owner	:	
2.	Name(s) of Joint holder(s), if any	:	
3.	Registered Folio Number/ DP ID No./Client ID No.* (*applicable only to Members holding equity shares in dematerialised form)	:	
4.	Number of Equity share(s) held	:	

I/We hereby exercise my/our vote in respect of the resolutions to be passed through Postal Ballot for the business stated in the Notice of the Company dated May 27, 2019 by sending my/our assent or dissent to the said resolutions by placing the tick (✓) mark at the appropriate column below:

(Important Note for Voting: To ensure valid and proper voting on the Ballot Form please: (i) Fill in Col. (1) for the number of shares being voted; (ii) Tick (✓) the Col. (2) for voting (FOR) and/or Tick (✓) the Col. (3) for voting (AGAINST) and (iii) Sign this Ballot Form and post it in the pre-paid envelope).

Particulars of Resolution	Number of shares (1)	I/We assent to the Resolution (FOR) (2)	I/We dissent to the Resolution (AGAINST) (3)
1. Special Resolution for re-appointment of Mr. Vikram Singh Mehta (DIN 00041197) as an Independent Director for a second term of 5 (five) consecutive years i.e. from July 25, 2019 to July 24, 2024.			
2. Special Resolution for re-appointment of Dr. (Ms.) Indu Ranjit Shahani (DIN 00112289) as an Independent Director for a second term of 5 (five) consecutive years i.e. from July 25, 2019 to July 24, 2024.			
3. Special Resolution for continuation & re-appointment of Mr. Rajendra Ambalal Shah (DIN 00009851) as an Independent Director who has attained the age of more than 75 years, upto the end of his present tenure i.e. July 24, 2019 and for a second term from July 25, 2019 to March 31, 2020.			
4. Special Resolution for continuation & re-appointment of Mr. Pradyot Kumar Ghosh (DIN 00385098) as an Independent Director who has attained the age of more than 75 years, upto the end of his present tenure i.e. July 24, 2019 and for a second term from July 25, 2019 to March 31, 2020.			
5. Ordinary Resolution for approval for payment of Royalty to Colgate-Palmolive Company, USA, Promoter Company, up to 5% (Five percent) of the total net sales of the products sold by the Company, inclusive of withholding taxes, for a period of 5(five) years.			

Place :

Date :

Signature of the Member

(*In case of authorized representative of a body corporate, certified true copy of the relevant authorization viz. Board Resolution/ Power of Attorney should be sent along with Postal Ballot Form).

ELECTRONIC VOTING PARTICULARS

EVEN (e-Voting Event Number)	USER ID	PASSWORD / PIN
110731		

Note: Please read instructions given overleaf and in the notes to the Postal Ballot Notice dated May 27, 2019 carefully before exercising your vote. Last date for receipt of Postal Ballot Form by the Scrutinizer is July 04, 2019 upto 5 p.m. (IST).

(P.T.O)

INSTRUCTIONS

- 1) The Company has availed electronic voting platform of National Securities Depository Limited (NSDL), to provide e-Voting facility to its Members. Postal Ballot and e-Voting will commence on Wednesday, June 05, 2019 at 8.00 a.m. (IST) and ends on Thursday, July 04, 2019 at 5.00 p.m. (IST).
- 2) Members whose names appear on the Register of Members / list of beneficial owners as on Tuesday, May 28, 2019 will be considered for the purpose of voting. A person who is not member as on the relevant date should treat this Postal Ballot Notice for informational purpose only.
- 3) A Member desirous of exercising vote by physical Postal Ballot should complete the Postal Ballot Form in all respects and send it after signature to the Scrutinizer in the enclosed self-addressed, postage and pre-paid envelope. The self-addressed, postage pre-paid envelope bears the name of the Scrutinizer appointed by the Board of Directors of the Company, and the address to which the same needs to be dispatched. However, envelopes containing Postal Ballot Form, if sent by courier, registered post or speed post at the expense of the Member, will also be accepted.
- 4) Duly completed Postal Ballot Form should reach the Scrutinizer on or before the close of working hours 5.00 p.m. (IST) on Thursday, July 04, 2019. The Members may please note that any incomplete, unsigned or incorrect Postal Ballot Forms will be rejected. Members are requested not to send any other paper / document along with the Postal Ballot Form in the enclosed self-addressed postage-prepaid envelope, If sent, the same paper / document would not be acted upon.
- 5) The Postal Ballot Form should be completed and signed by the Member (as per the specimen signature registered with the Company). In case of joint holding, this Form should be completed and signed (as per the specimen signature registered with the Company) by the first named Member and in his/her absence, by the next named Member.
- 6) Consent must be accorded by placing a tick mark in the column, 'I/We assent to the Resolution', or dissent must be accorded by placing a tick mark in the column, 'I/We dissent to the Resolution'. Form bearing tick mark in both the columns will be treated as invalid. The Member need not use all the votes nor needs to cast all the votes in the same way.
- 7) Institutional shareholders (i.e. other than individuals, HUF, NRI etc.) are required to send scanned copy (PDF/JPG Format) of the relevant Board Resolution/ Authority letter, Power of Attorney etc. with attested specimen signature of the duly authorized signatory(ies) who are authorized to vote, to the Scrutinizer by e-mail to scrutinizer@snaco.net with a copy marked to evoting@nsdl.co.in
- 8) Voting rights shall be reckoned on the paid up value of shares registered in the name of the Member on the cut-off date i.e. Tuesday, May 28, 2019.
- 9) Alternatively, a Member may vote through electronic mode as per the instructions for e-Voting provided in the Postal Ballot Notice sent herewith.
- 10) It is strongly recommended not to share your password with any other person and take utmost care to keep your password confidential.
- 11) The Members can opt only one mode of voting, i.e., either by Physical Ballot or e-Voting. In case Members cast their vote by Physical Ballot and e-Voting, the voting done through e-Voting shall prevail and voting done by Physical Ballot will be treated as invalid.
- 12) The Scrutinizer's decision on the validity of Postal Ballot Form shall be final.

The result of the Postal Ballot will be declared on or before Friday, July 05, 2019 at the registered office of the Company and the same will be available on the websites of the Company, Stock Exchanges and Depository.