

## OTIS ELEVATOR COMPANY (INDIA) LIMITED

Reg. Office: 9th Floor, Magnus Towers, Mindspace, Link Road, Malad (W), Mumbai – 400064, Maharashtra

Tel: 91-22-2844 9700/ 66795151 Fax: 91-22- 2844 9791

Website: www.otis.com

CIN: U29150MH1953PLC009158

### ATTENDANCE SLIP

DP ID \_\_\_\_\_ Client Id \_\_\_\_\_

Regd. Folio. No. \_\_\_\_\_ No. of Shares held \_\_\_\_\_

NAME AND ADDRESS OF THE SHAREHOLDER:

I hereby record my presence at **65<sup>th</sup> Annual General Meeting** of the Company held at Magnolia, Sarovar Grand Hometel, Chincholi Bunder, Mindspace, Malad(West), Mumbai – 400 064, Maharashtra on **Friday, September 27, 2019, at 10:30 a.m.**

My /our e-mail ID for e-service of documents is \_\_\_\_\_

Name of the Proxy: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF THE SHAREHOLDER/PROXY

#### Note:

- 1) Only Shareholder / Proxyholders can attend the meetings.
- 2) Shareholders / Proxyholders are requested to bring this Attendance Slip to the Meeting and hand over the same at the entrance duly signed.
- 3) Bodies Corporate who are members may attend through their authorized representatives appointed under Section 113 of the Companies Act, 2013.
- 4) Members/ Proxyholders should bring his/her copy of the Annual Report for reference at the Meeting.

### ELECTRONIC VOTING PARTICULARS

EVSN	USER ID	# DEFAULT PAN

#If you have not registered / updated your PAN with the Company / Depository Participant, please use the DEFAULT PAN under PAN field to login for E-Voting.

\*Please use your actual PAN, if you have already registered / updated your PAN with Company / Depository Participant.

Note: For detailed E-Voting instructions, please read "Instructions for Shareholders voting electronically" at note no. 11 of the Notice of 65th Annual General Meeting dated August 21, 2019

#### E-Voting facility is available during the following period:

Commencement of E-Voting	September 24, 2019 at 9.00 a.m
End of E-Voting	September 26, 2019 at 5.00 p.m