

## NOTICE

**NOTICE IS HEREBY GIVEN THAT THE THIRTEENTH ANNUAL GENERAL MEETING OF THE MEMBERS OF HDFC ERGO GENERAL INSURANCE COMPANY LIMITED WILL BE HELD AT 1:30 P.M. ON MONDAY, JULY 20, 2015 AT THE REGISTERED OFFICE OF THE COMPANY, 'BOARD ROOM', 1<sup>ST</sup> FLOOR, 165 – 166, BACKBAY RECLAMATION, H.T. PAREKH MARG, CHURCHGATE, MUMBAI 400 020 TO TRANSACT THE FOLLOWING BUSINESS:**

### ORDINARY BUSINESS

1. To receive, consider and adopt the Audited Balance Sheet as at March 31, 2015, the Profit & Loss Account, Receipts and Payments Account and Revenue Accounts for the year ended on that date together with the report of the Board of Directors and the Auditors thereon.
2. To confirm the payment of interim dividend for financial year 2014–15.
3. To appoint a Director in place of Mr. Andreas Kleiner (DIN: 02072259) who retires by rotation and being eligible, offers himself for re-appointment.
4. To appoint a Director in place of Mr. Deepak S. Parekh (DIN: 00009078) who retires by rotation and being eligible, offers himself for re-appointment.
5. To ratify the appointment of Messrs A. F. Ferguson Associates, Chartered Accountants as one of the Joint Statutory Auditors and in this connection, if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:

**“RESOLVED THAT** pursuant to the provisions of Sections 139, 141 and other applicable provisions of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 and the Guidelines issued by the Insurance Regulatory and Development Authority of India (IRDAI) in respect of the appointment of auditors by insurance companies, the appointment of Messrs A. F. Ferguson Associates, Chartered Accountants (Registration No. of the firm with the ICAI: 102849W), who were appointed as one of the Joint Statutory Auditors of the Company at the 12<sup>th</sup> Annual General Meeting (AGM) held on July 21, 2014, to conduct the audit of accounts of the Company for the financial years 2014-15 and 2015-16 and to hold office as such for a period of two years from the conclusion of the twelfth AGM upto the conclusion of the fourteenth AGM, be and is hereby ratified and they shall continue

to audit the accounts of the Company for FY 2015-16 and hold office as such up to the conclusion of the fourteenth AGM of the Company.”

“**RESOLVED FURTHER THAT** pursuant to the provisions of Section 142 and other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014, including any amendment, modification, variation or re-enactment thereof, the Board of Directors of the Company be and is hereby authorized to fix the remuneration payable to the said auditors, subject to its disclosure in the notes forming part of the accounts.”

6. To ratify the appointment of Messrs B. K. Khare & Co., Chartered Accountants as one of the Joint Statutory Auditors and in this connection, if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:

“**RESOLVED THAT** pursuant to the provisions of Sections 139 and 141, other applicable provisions of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014 and the Guidelines issued by the Insurance Regulatory and Development Authority of India (IRDAI) in respect of the appointment of auditors by insurance companies, the appointment of Messrs B. K. Khare & Co., Chartered Accountants (Registration No. of the firm with the ICAI: FRN 105102W), who were appointed as one of the Joint Statutory Auditors of the Company at the 12<sup>th</sup> Annual General Meeting (AGM) held on July 21, 2014, to conduct the audit of accounts of the Company for the financial years 2014-15 upto 2018-19 and to hold office as such for a period of five years from the conclusion of the twelfth AGM upto the conclusion of the seventeenth AGM, be and is hereby ratified and they shall continue to audit the accounts of the Company upto FY 2018-19 and hold office as such up to the conclusion of the seventeenth AGM of the Company.”

“**RESOLVED FURTHER THAT** pursuant to the provisions of Section 142 and other applicable provisions, if any, of the Companies Act, 2013 and the Companies (Audit and Auditors) Rules, 2014, including any amendment, modification, variation or re-enactment thereof, the Board of Directors of the Company be and is hereby authorized to fix the remuneration payable to the said auditors, subject to its disclosure in the notes forming part of the accounts.”

## SPECIAL BUSINESS

7. To approve the appointment of Mr. Mehernosh B. Kapadia (DIN: 00046612), as an Independent Director and in this connection, to consider and if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:

**“RESOLVED THAT** pursuant to the provisions of Sections 149, 152 read with Schedule IV and other applicable provisions of the Companies Act, 2013, and the Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and the Corporate Governance Guidelines issued by the Insurance Regulatory and Development Authority of India (IRDAI), Mr. Mehernosh B. Kapadia (DIN: 00046612), who was appointed as an Additional Director pursuant to the provisions of Section 161(1) of the Companies Act, 2013 and the Articles of Association of the Company w.e.f. October 17, 2014 and who holds office as such upto the date of this Annual General Meeting and in respect of whom the Company has received a notice in writing from a Member under Section 160 of the Companies Act, 2013, along with deposit as required under the said Section, be and is hereby appointed as an Independent Director of the Company to hold office for a period of five consecutive years upto October 16, 2019 **AND THAT** he shall not be liable to retire by rotation.”

8. To re-appoint Mr. Ritesh Kumar (DIN: 02213019) as the Managing Director and Chief Executive Officer (CEO) of the Company and in this connection, to consider and if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:

**“RESOLVED THAT** pursuant to the provisions of Sections 196 and 203 of the Companies Act, 2013 and the Rules framed thereunder and Section 34A of the Insurance Act, 1938, as amended, provisions of circulars issued by the Insurance Regulatory and Development Authority of India (IRDAI) and other applicable provisions of the said Acts, (including any statutory modification(s) or re-enactment thereof for the time being in force) and subject to the approval of IRDAI, consent of the Members of the Company be and is hereby accorded to the re-appointment of Mr. Ritesh Kumar (DIN: 02213019) as the Managing Director and CEO of the Company for a period of five years with effect from June 10, 2015, upon the terms and conditions including remuneration as set out in the draft Agreement placed before this Meeting and duly initialed by the Chairman for the purpose of identification, which is hereby specifically approved and sanctioned with authority to the Board of Directors of the Company (hereinafter referred to as the ‘Board’ which term shall be deemed to include the Nomination and Remuneration Committee of Directors) to alter

and vary the terms and conditions of the said appointment and/or Agreement (including authority, from time to time, to determine the amount of salary and commission as also the type and amount of perquisites and other benefits payable to Mr. Ritesh Kumar during his tenor), in such manner as may be agreed to between the Board and Mr. Ritesh Kumar; provided that the remuneration payable to Mr. Ritesh Kumar shall be in accordance with and as specified in the said Agreement and shall be subject to the approval of the IRDAI pursuant to the provisions of Section 34A of the Insurance Act, 1938.”

“**RESOLVED FURTHER THAT** the Board be and is hereby authorised to do all such acts, deeds, matters and things and execute such Agreement, documents, instruments and writings as may be required, with power to settle all questions, difficulties or doubts that may arise in regard to the said appointment and to delegate all or any of its powers herein conferred to any director(s) and/ or officer(s) of the Company, to give effect to this resolution.”

9. To appoint Mr. Arno Frank Fehler (DIN: 07218619), as a Director and in this connection, to consider and if thought fit, to pass, with or without modification(s), the following resolution as an Ordinary Resolution:

“**RESOLVED THAT** pursuant to the provisions of Section 149, 152 and other applicable provisions, if any, of the Companies Act, 2013, and the Companies (Appointment and Qualification of Directors) Rules, 2014 (including any statutory modification(s) or re-enactment thereof for the time being in force) and the Corporate Governance Guidelines issued by the Insurance Regulatory and Development Authority of India (IRDAI), Mr. Arno Frank Fehler (DIN: 07218619), who was appointed as an Additional Director pursuant to the provisions of Section 161(1) of the Companies Act, 2013 and the Articles of Association of the Company w.e.f. June 24, 2015 and who holds office as such upto the date of this Annual General Meeting and in respect of whom the Company has received a notice in writing from a Member under Section 160 of the Companies Act, 2013, along with deposit as required under the said Section, be and is hereby appointed as a Non-Executive Director of the Company, liable to retire by rotation”

**By Order of the Board of Directors**

Sd/-

**Date: June 24, 2015**

**Place: Mumbai**

**Dayananda V. Shetty**

**Company Secretary and Head – Legal & Compliance**

**FCS: 4638**

**NOTES:**

- (i) A MEMBER ENTITLED TO ATTEND AND VOTE IS ENTITLED TO APPOINT A PROXY TO ATTEND AND VOTE INSTEAD OF HIMSELF AND THE PROXY NEED NOT BE A MEMBER OF THE COMPANY. THE PROXY FORM TO BE EFFECTIVE SHOULD BE LODGED WITH THE COMPANY AT ITS REGISTERED OFFICE, DULY COMPLETED AND SIGNED **NOT LESS THAN 48 (FORTY EIGHT) HOURS** BEFORE THE TIME FIXED FOR COMMENCEMENT OF THE MEETING.
- (ii) A person can act as proxy on behalf of Members not exceeding fifty and holding in the aggregate not more than ten percent of the total share capital of the Company carrying voting rights. A Member holding more than ten percent of the total share capital of the Company carrying voting rights may appoint a single person as proxy and such person shall not act as proxy for any other person or shareholder.
- (iii) Corporate Members intending to send their authorised representatives to attend the Meeting are requested to send to the Company a certified copy of the Board resolution under Section 113 of the Act, authorising their representative to attend and vote on their behalf at the Meeting.
- (iv) Proxy shall not vote except on a poll.
- (v) In case of joint holders attending the Meeting, only the first named holder will be entitled to vote.
- (vi) All documents referred to in the notice requiring the approval of the Members at the Meeting and other statutory registers shall be available for inspection by the Members at the Registered Office of the Company during business hours from the date hereof up to the date of the Meeting.
- (vii) The Annual Report 2014-15 of the Company circulated to the Members, will be made available on the Company's website at [www.hdfcergo.com](http://www.hdfcergo.com)
- (viii) Members desiring any information relating to the financial statements are requested to write to the Company at the earliest, so as to enable the Board of Directors to keep the information ready.

## **ANNEXURE TO THE NOTICE**

### **Statement setting out material facts under Section 102 of the Companies Act, 2013**

#### **Item No. 5 & 6**

As per the provisions of Section 139 of the Companies Act, 2013, an audit firm can carry out audit of a company for a maximum of 2 terms of 5 years each subject to ratification by Members at every AGM. Further, in terms of the Guidelines issued by the Insurance Regulatory and Development Authority of India (IRDAI) vide Circular No. 36/7/F&A/EMPL/74/July-05 dated July 25, 2005 (Guidelines) for appointment of Statutory Auditors of insurance companies, an audit firm can carry out the statutory audit of an insurance company continuously for a maximum term of five years.

At the twelfth AGM of the Company held on July 21, 2014, Members had appointed Messrs A. F. Ferguson Associates, Chartered Accountants, Mumbai (Registration No. of the firm with the ICAI: 102849W), as one of the Joint Statutory Auditors of the Company for a period of two years and to hold office as such up to the conclusion of the fourteenth AGM of the Company, subject to ratification at every AGM.

Also at the said AGM, Members had appointed Messrs B. K. Khare & Co., Chartered Accountants (Registration No. of the firm with the ICAI: FRN 105102W), as the other Joint Statutory Auditor of the Company for a period of five years and to hold office as such up to the conclusion of the seventeenth AGM of the Company, subject to ratification at every AGM.

Messrs A. F. Ferguson Associates, Chartered Accountants and Messrs B. K. Khare & Co., Chartered Accountants, have expressed their willingness to act as the Joint Statutory Auditors of the Company and have confirmed that they fulfil the criteria of eligibility to be appointed as the Auditors of the Company as required under the provisions of Sections 139 and 141 of the Companies Act, 2013 and Guidelines issued by IRDAI.

The Board of Directors recommend the ratification of the appointment of Messrs A. F. Ferguson Associates, Chartered Accountants and Messrs B. K. Khare & Co., Chartered Accountants, the Joint Statutory Auditors by the Members, as set out in Item Nos. 5 and 6 of the Notice respectively.

None of the Directors or Key Managerial Personnel of the Company or their relatives are in any way, concerned or interested in the said resolutions.

**Item No. 7**

In accordance with the provisions of Section 161(1) of the Companies Act, 2013, ('the Act') the Board of Directors of the Company, subject to your approval under Section 152 of the Act, appointed Mr. Mehernosh B. Kapadia (DIN: 00046612) as an Additional Director (designated as an 'Independent Director') of the Company for a period of five years from October 17, 2014.

In terms of the provisions of Section 161(1) of the Act, Mr. Mehernosh B. Kapadia would hold office upto the date of this Annual General Meeting.

As required under Section 160 of the Act, the Company has received a notice in writing from a Member along with a deposit of ₹ 1,00,000, proposing the candidature of Mr. Mehernosh B. Kapadia for the office of Director of the Company.

As per the declarations submitted, Mr. Mehernosh B. Kapadia meets the criteria of independence as stipulated under Section 149(6) of the Act and is not liable to any disqualification under the provisions of Section 164 of the Act. Further, Mr. Kapadia is in compliance with the 'fit and proper' criteria prescribed under the Corporate Governance Guidelines issued by IRDAI.

As per the provisions of Section 149 of the Companies Act, 2013, independent directors are not liable to retire by rotation and can hold office for a term of upto five consecutive years and thereafter eligible for re-appointment subject to passing of a special resolution.

The Board of Directors is of the view that Mr. Mehernosh B. Kapadia is a person of integrity and possesses relevant expertise and experience to be appointed as an Independent Director of the Company and fulfill the conditions specified in the Act and the Rules made there under and is independent of the Management.

Brief profile of Mr. Mehernosh B. Kapadia is provided at the end of the Notice.

Mr. Kapadia has provided his consent for the said appointment.

The Board of Directors recommend the resolution as set out in Item No. 7 of the Notice for approval of the Members.

Mr. Mehernosh B. Kapadia and his relatives are interested in the resolution set out in Item No. 7 of the Notice.

None of the other Directors or Key Managerial Personnel of the Company or their relatives is in any way, concerned or interested in the said resolution.

**Item No. 8**

At the 8<sup>th</sup> AGM of the Company held on July 26, 2010, Members of the Company appointed Mr. Ritesh Kumar as the Managing Director and Chief Executive Officer (CEO) of the Company for a period of five years w.e.f. June 10, 2010. Accordingly, the present term of Mr. Ritesh Kumar, as Managing Director and CEO of the Company expired on June 9, 2015.

The Board of Directors of the Company at its meeting held on April 21, 2015, pursuant to the recommendations of the Nomination and Remuneration Committee of Directors and subject to the approval of the Insurance Regulatory and Development Authority of India (IRDAI) and the Members, re-appointed Mr. Ritesh Kumar as the Managing Director and CEO of the Company for a period of five years w.e.f. June 10, 2015 and also approved the terms and conditions of his re-appointment including remuneration.

The main terms and conditions of appointment of Mr. Ritesh Kumar as the Managing Director and CEO of the Company as set out in the draft Agreement placed before the Meeting are as follows:

- i. The re-appointment of Mr. Ritesh Kumar as the Managing Director and CEO of the Company shall be for a period of five years w.e.f. June 10, 2015.
- ii. Consequent upon appointment, Mr. Ritesh Kumar shall be one of the Key Managerial Personnel of the Company.
- iii. The remuneration payable to Mr. Ritesh Kumar shall be in accordance with and as specified in the said Agreement and shall be subject to the approval of the IRDAI pursuant to the provisions of Section 34A of the Insurance Act, 1938.
- iv. Within the said overall limit, the various components of remuneration viz. base salary, perquisites, commission and other benefits, etc., will be decided by the Board of Directors or the Nomination and Remuneration Committee of the Board from time to time.
- v. Mr. Ritesh Kumar shall also be entitled to stock options under Employees Stock Option Plan of the Company as may be approved by the Nomination and Remuneration Committee of Directors, from time to time subject to the approval of IRDAI.
- vi. In the absence or inadequacy of profits in any financial year, the remuneration specified in the said Agreement shall be paid to Mr. Ritesh Kumar as minimum remuneration subject to the approval of IRDAI.



The valuation of perquisites will be as per the Income Tax Rules, 1962, as amended, in cases where the same is otherwise not possible to be valued.

Brief profile of Mr. Ritesh Kumar is provided at the end of the Notice.

The Board of Directors recommend the resolution for approval of the Members.

Mr. Ritesh Kumar and his relatives are interested in the said resolution at Item No. 8 of this Notice.

None of the other directors or Key Managerial Personnel of the Company or their relatives are in any way, concerned or interested in the said resolution.

### **Item No. 9**

In accordance with the provisions of Section 161(1) of the Companies Act, 2013, ('the Act') the Board of Directors of the Company appointed Mr. Arno Frank Fehler (DIN: 07218619) as an Additional Director w.e.f. June 24, 2015.

In terms of the provisions of Section 161(1) of the Act, Mr. Arno Frank Fehler would hold office upto the date of this ensuing Annual General Meeting.

As required under Section 160 of the Act, the Company has received a notice in writing from a Member along with a deposit of ₹ 1,00,000, proposing the candidature of Mr. Arno Frank Fehler for the office of Director of the Company.

As per the declarations submitted, Mr. Arno Frank Fehler is not liable to any disqualification under the provisions of Section 164 of the Act. Further, Mr. Fehler is in compliance with the 'fit and proper' criteria prescribed under the Corporate Governance Guidelines issued by IRDAI.

Brief profile of Mr. Arno Frank Fehler is provided at the end of the Notice.

Mr. Fehler has provided his consent for the said appointment.

The Board of Directors recommend the resolution as set out in Item No. 9 of the Notice for approval of the Members.

Mr. Arno Frank Fehler and his relatives are interested in the resolution set out in Item No. 9 of the Notice.

None of the other Directors or Key Managerial Personnel of the Company or their relatives is in any way, concerned or interested in the said resolution.

**Brief profile of the Directors being appointed/re-appointed at the thirteenth AGM is as follows:-**

**Mr. Andreas Kleiner** (DIN: 02072259) is Member of the Board of Management, ERGO International AG, Dusseldorf, Germany. He is a Graduate Civil Engineer from University of Stuttgart, Germany. He is a Chartered Insurer from Chartered Insurance Institute, London and has completed Executive MBA studies on Financial Services Industry (MBA-FSI) from University of St. Gallen (Switzerland), VlerickLeuvenGentManagementSchool (Belgium) and HEC Montréal (Canada). He has an experience of over 21 years in the insurance industry across different functions as well as in Senior Executive Management positions such as CEO of Munich Reinsurance Company of Africa Ltd., Johannesburg (2003-2007) and General Manager of Munich Re Singapore Branch, Singapore (1996-2003).

**Mr. Deepak S. Parekh** (DIN: 00009078) is the Chairman of the Company and its holding company - Housing Development Finance Corporation Limited (HDFC), India's premier Housing Finance Company. He is a fellow of The Institute of Chartered Accountants (England & Wales). He joined HDFC in a senior management position in 1978. He was inducted as a Whole-time Director of HDFC in 1985 and was appointed as its Managing Director (designated as 'Chairman') in 1993 and continued to be appointed as such from time to time. He retired as the Managing Director of HDFC with effect from the close of business hours on December 31, 2009.

**Mr. Mehernosh B. Kapadia** (DIN: 00046612) is appointed as an Independent Director of the Company w.e.f. October 17, 2014. He holds a Master's degree in Commerce (Honours) and is a Member of The Institute of Chartered Accountants of India and The Institute of Company Secretaries of India.

Most of his corporate career of 34 years has been with GlaxoSmithKline Pharmaceuticals Limited (GSK) where he has worked for over 27 years. He retired as the Senior Executive Director and Chief Financial Officer of GSK w.e.f. December 1, 2014. Over the years, he has been responsible for an extensive range of finance and company secretarial matters. He has also held management responsibility for other functions during his tenure with GSK, including Investor Relations, Legal and Compliance, Corporate Affairs, Corporate Communications, Administration and Information Technology, and held the position of Company Secretary for many years.

**Mr. Ritesh Kumar** (DIN: 02213019) is the Managing Director and CEO of the Company. Mr. Kumar has about 23 years of experience in the Financial Services Industry, of which the first 10 years were in Banking and the last about 13 years in Insurance. He joined HDFC ERGO in the year 2008. Mr. Kumar is a commerce graduate from Shriram College of Commerce, Delhi and



holds a MBA degree from Faculty of Management Studies (FMS), Delhi. Subject to the approval of IRDAI and Shareholders, the Board of Directors re-appointed Mr. Ritesh Kumar as the Managing Director and CEO of the Company for a period of 5 years w.e.f. June 10, 2015.

**Mr. Arno Frank Fehler** (DIN 07218619) is General Manager and Regional CFO at ERGO Asia Management Pte Ltd. in Singapore. Mr. Fehler is a graduate in Economics from University of Fribourg, Switzerland and is a CFA Charterholder. Mr. Fehler started his career in capital markets and joined ERGO International, AG in 2001 wherein he held various positions in corporate finance and international operations. Mr. Fehler has played a pivotal role in the development and implementation of ERGO's expansion strategy for South East Asia. He has amongst others been leading the successful acquisition projects for both Vietnam and Singapore and contributed to the integration, steering and management of these operations.

**By Order of the Board of Directors**

**Sd/-**

**Dayananda V. Shetty**

**Company Secretary and Head – Legal & Compliance**

**FCS: 4638**

**Date: June 24, 2015**

**Place: Mumbai**

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**Form No. MGT-11**

**Proxy Form**



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

Name of the company: **HDFC ERGO GENERAL INSURANCE COMPANY LIMITED**  
CIN: U66010MH2002PLC134869

Registered office: 1<sup>st</sup> Floor, 165 – 166, Backbay Reclamation, H. T. Parekh Marg, Churchgate, Mumbai - 400020

Name of the member(s): .....

Registered address: .....

Email id: .....

Folio No/ Client Id: .....

DP ID: .....

I/ We, being the holder of ..... shares of the above named company, hereby appoint:

- (1) Name: ..... Address: .....  
Email Id: ..... Signature: ..... or failing him/ her
- (2) Name: ..... Address: .....  
Email Id: ..... Signature: ..... or failing him/ her
- (3) Name: ..... Address: .....  
Email Id: ..... Signature: .....

as my/our proxy to attend and vote (on a poll) for me/us and on our behalf at the 13<sup>th</sup> Annual General Meeting of the Company, to be held on Monday, July 20, 2015, 2015 at 1.30 PM, at the Registered Office of the Company and at any adjournment thereof in respect of such resolution as indicated below:

**Ordinary Business**

**Special Business**

- 1 Adoption of Financial Statements for the year ended March 31, 2015 and Directors and Auditors Report thereon.
- 2 To confirm the payment of interim dividend for financial year 2014–15.
- 3 Re-appointment of Mr. Andreas Kleiner (DIN: 02072259) who retires by rotation.
- 4 Re-appointment of Mr. Deepak S. Parekh (DIN: 00009078) who retires by rotation.
- 5 To ratify the appointment of Messrs A. F. Ferguson Associates, Chartered Accountants as one of the Joint Statutory Auditors.
- 6 To ratify the appointment of Messrs B. K. Khare & Co., Chartered Accountants as one of the Joint Statutory Auditors.
- 7 To approve the appointment of Mr. Mehernosh B. Kapadia (DIN: 00046612), as an Independent Director.
- 8 Re-appointment of Mr. Ritesh Kumar (DIN: 02213019) as the Managing Director & Chief Executive Officer (CEO) of the Company.
- 9 To appoint Mr. Arno Frank Fehler (DIN: 07218619), as a Director, liable to retire by rotation.

Signed this ..... day of..... 2015

Signature of Member(s): .....

Signature of Proxy holder(s): .....



**Note: This form of proxy in order to be effective should be duly completed and deposited at the Registered Office of the Company, not less than 48 hours before the commencement of the Meeting.**

Registered Office: 1<sup>st</sup> Floor, 165 – 166, Backbay Reclamation, H. T. Parekh Marg, Churchgate, Mumbai – 400 020 | Customer Service Address: 6<sup>th</sup> Floor, Leela Business Park, Andheri – Kurla Road, Andheri East, Mumbai – 400059 | Tel No. +91 22 6638 3600 | Fax: +91 22 6638 3699 | [care@hdfcergo.com](mailto:care@hdfcergo.com) | [www.hdfcergo.com](http://www.hdfcergo.com) | IRDA Reg. No. 125 | CIN: U66010MH2002PLC134869



**ATTENDANCE SLIP**

(Please hand over at entrance of the Venue)

13<sup>th</sup> Annual General Meeting – Monday, July 20, 2015

I / We hereby record my / our presence at the 13<sup>th</sup> ANNUAL GENERAL MEETING of the Company held at the Registered Office of the Company, 'Board Room', 1<sup>st</sup> Floor, 165 – 166, Backbay Reclamation, H. T. Parekh Marg, Churchgate, Mumbai 400020, on Monday, July 20, 2015 at 1:30 PM

Full name of the Member (IN BLOCK LETTERS)

.....

Folio No.: ..... DP ID No.: ..... Client ID No.: .....

No. of Shares held: .....

Full name of Proxy (IN BLOCK LETTERS): .....

Member's / Proxy's Signature: .....

Note: The Member/Proxy must bring this Attendance Slip to the Meeting duly completed and signed and hand over the same at entrance of the venue.