

**SERVICE GLOBAL FOOTWEAR LIMITED**

Registered Office: Servis House 2-Mian Gulberg, Lahore.

Phone: +92 42- 35751990-6 Fax No. +92-42-35711827

Email: [shareholders@servis.com](mailto:shareholders@servis.com)Website: [www.serviceglobalfootwear.com](http://www.serviceglobalfootwear.com)**BALLOT PAPER FOR VOTING THROUGH POST**

(in person and virtual Extraordinary General Meeting to be held at 10:00 a.m. on Tuesday, June 20, 2023)

Designated email address of the Chairman at which the duly filled in ballot paper may be sent: [chairman@servis.com](mailto:chairman@servis.com)

Name of shareholder / joint shareholders	
Registered Address	
Number of Shares held (on close of June 13, 2023) and folio number	
CNIC No./Passport No (in case of foreigner) (Copy to be attached)	
Additional information and enclosures (In case of representative of body corporate, Corporation and Federal Government)	

I/we hereby exercise my/our vote in respect of the following resolutions through postal ballot by conveying my/our assent or dissent to the following resolution by picking tick (v) mark in the appropriate box below:

Sr. No.	Name and Description of Resolutions	I/We assent to the resolution (FOR)	I/We dissent to the resolution (AGAINST)
1	<p><b>Resolved that</b> the Authorized Capital of the Company be increased from Rs. 2,500,000,000 divided into 250,000,000 ordinary shares of Rs. 10/- each to Rs. 7,500,000,000/- divided into 750,000,000 ordinary shares of Rs. 10/- each by creation of 500,000,000 additional ordinary shares of Rs. 10/- each of the Company and for that purpose Clause 5 of the Memorandum of Association of the Company be and is hereby accordingly amended to read as under:</p> <p><b><u>Clause 5 of the Memorandum of Association:</u></b></p> <p>“The authorized capital of the company is Rs. 7,500,000,000/- (Rupees Seven Billion Five Hundred Million Only) divided into 750,000,000 (Seven Hundred Fifty Million) ordinary shares of Rs. 10/- (Rupees Ten Only) each.”</p> <p><b>Further resolved that</b> the additional shares when issued shall carry equal voting rights and rank <i>pari</i></p>		

	<p><i>passu</i> with the existing ordinary shares in all respects / matters in conformity with the provisions of the Companies Act, 2017.</p> <p><b>Further resolved that</b> the Chief Executive and / or any Director of the Company be and are singly / jointly authorized to take all necessary steps and decisions to obtain all approvals required, if any and to sign, execute and deliver and file all requisite documents to the relevant authorities in this regard and to affix common seal of the Company on such document (s) / share certificates of title to the shareholders as may be deemed necessary.</p>		
2	<p><b>Resolved that</b> pursuant to Section 38 and all other applicable provisions of the Companies Act, 2017, Article 85 of the existing Articles of Association of the Company be and is hereby substituted to read as follows:</p> <p>85. Capitalization of Profits</p> <p>The Board of Directors may capitalize any part of the amount for the time being standing to the credit of any of the Company's reserve accounts or to the credit of the profit and loss account or otherwise available for distribution, and accordingly that such sum be set free for distribution among the members who would have been entitled thereto if distributed by way of dividend and in the same proportions, on condition that the same be not paid in cash but be applied in or towards paying up in full unissued shares as bonus shares or debentures of the Company to be allotted and distributed, credited as fully paid up to and amongst such members in the proportion aforesaid, and the Directors shall give effect to such resolution.</p> <p><b>Further resolved that</b> the Chief Executive and / or any Director of the Company be and are hereby singly authorized to do all acts, deeds and things and take all steps and necessary actions ancillary and incidental including filing of requisite documents and returns as may be required with the Registrar of Companies and complying with all other regulatory requirements so as to effectuate the alteration of Articles of Association of the Company and implementing this special resolution.</p>		

	<b>Further resolved that</b> the aforesaid alteration in the Articles of Association of the Company shall be subject to any amendment, modification, addition or deletion as may be required, and such amendment, modification, addition or deletion shall not require fresh approval of members.		
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Signature of Shareholder(s)

Place:

Date:

**NOTES / PROCEDURE FOR SUBMISSION OF BALLOT PAPER:**

1. Duly filled and signed original postal ballot should be sent to the chairman, Mr. Arif Saeed, Service Global Footwear Limited at Servis House 2-Main Gulberg, Lahore or a scanned copy of the original postal ballot to be emailed at: [chairman@servis.com](mailto:chairman@servis.com)
2. Copy of CNIC/Passport (in case of foreigner) should be enclosed with the postal ballot form.
3. **Postal Ballot forms should reach chairman of the meeting on or before June 19, 2023 during working hours. Any Postal Ballot received after this date, will not be considered for voting.**
4. Signature on Postal Ballot should match the signature on CNIC/Passport (in case of foreigner).
5. Incomplete, unsigned, in correct, defaced, torn, mutilated, over written ballot papers will be rejected.
6. In case of representative of body corporate and corporation, Postal Ballot must be accompanied with copy of CNIC of authorized person, along with a duly attested copy of Board resolution, Power of Attorney, or Authorization Letter in accordance with Section(s) 138 or 139 of the Companies Act 2017, as applicable, unless these have already been submitted along with Proxy Form. In case of foreign body corporate etc. all documents must be attested from the Pakistani Embassy having jurisdiction over the member.
7. Ballot paper has also been placed on the website of the Company [www.serviceglobalfootwear.com](http://www.serviceglobalfootwear.com). Members may download the ballot paper form the website or use original/photocopy published in newspapers.