



**Novartis India Limited**  
Registered Office:  
Sandoz House  
Shivsagar Estate  
Dr. Annie Besant Road  
Worli, Mumbai 400 018  
India  
Tel +91 22 2495 8400  
Fax +91 22 2495 0221  
CIN No.  
L24200MH1947PLC006104  
Website: [www.novartis.in](http://www.novartis.in)  
Email : [india.investors@novartis.com](mailto:india.investors@novartis.com)

September 25, 2017

The DCS – CRD  
BSE Ltd  
Corporate Relationship Department  
1st Floor, New Trading Ring,  
P. J. Towers, Dalal Street,  
Fort, Mumbai – 400 001

Security Code: 500672

Dear Sirs,

**Sub : Cut-off date for Postal Ballot / E-voting**

In terms of Sections 108 and 110 of the Companies Act, 2013 and Rule 20 of the Companies (Management & Administration) Rules 2014, the Company will provide its shareholders the facility to exercise their vote for transacting the item of special business via postal ballot and e-voting.

The Company would be availing e-voting services of National Securities Depository Limited (NSDL).

For this purpose, the Company has fixed October 06, 2017 as the cut-off / specified date to record the entitlement of the shareholders to cast their vote through Postal Ballot / E-voting.

Please acknowledge receipt.

Yours faithfully,  
**For Novartis India Limited**

A handwritten signature in blue ink, appearing to be 'Trivikram Guda', written over a blue circular stamp.

Trivikram Guda  
Company Secretary &  
Compliance Officer