



FAS Finance & Investment Limited

Corporate Office: Suvastu Imam Square (4th & 5th Floor), 65, Gulshan Avenue, Gulshan-1, Dhaka-1212

NOTICE OF THE 21ST ANNUAL GENERAL MEETING

Notice is hereby given to all the Members of FAS Finance & Investment Limited (FFIL) that, the 21st Annual General Meeting (AGM) of the Company will be held on Wednesday, June 20, 2018 at 10:30 a.m. at RAOWA Convention Hall, Hall No. 3 (EAGLE), VIP Road, Mohakhali, Dhaka-1206 to transact the following business:

AGENDA

- 01: Receive and adopt the Audited Financial Statements of the Company as of and for the year ended 31 December 2017 together with the reports of the Auditors and Directors thereon;
- 02: Declaration of dividend for the year 2017;
- 03: Retirement & re-appointment of Directors;
- 04: Appointment of the Auditors of the Company for the year 2018 and fixation of their remuneration;
- 05: Appointment of Managing Director & CEO;
- 06: Miscellaneous if any, with the permission of the Chair.

By order of the Board,

A handwritten signature in black ink, appearing to read 'Zahid Mahmud', written over a horizontal line.

Zahid Mahmud

Company Secretary

Dated: 31 May, 2018

NOTES

1. 19 April 2018 is the 'Record Date' to determine the Shareholders' entitlement to the dividend and their eligibility to attend and vote at the meeting.
2. The Board of Directors recommended 10% Stock Dividend subject to the approval of the shareholders.
3. A member eligible to attend and vote at the Annual General Meeting may appoint a proxy to attend, speak and vote or abstain from voting in his/her/its/their stead. The Proxy Form duly completed and stamped must be deposited at the Registered Office of the Company no later than 72 hours before the time set for holding the meeting.
4. Members are requested to notify change of their address, bank account details, contact number and 12 digits E-TIN number (if any), through their respective Depository Participants well in advance.
5. Annual Report, Attendance Slip and Proxy Form along with the notice will be sent to all the Members by Courier Service/Post. The Shareholders may also collect the Proxy Form from the Registered Office of the Company.

SPECIAL NOTE

As per BSEC's notification dated 24 October 2013, no food box/gift/gift coupon etc. will be given at the Annual General Meeting.