

18th Annual General Meeting

WHEN
28 April 2016
10:30 am

WHERE
Spectra Convention
Centre, Gulshan-1, Dhaka

RECORD DATE
11 April 2016

NOTICE OF AGM



Union Capital Limited
[Incorporated in Bangladesh]
[Registration number: C-36021(321/98)]
[Share code: UNIONCAP]

Notice is hereby given that the Eighteen Annual General Meeting of the Company will be held on Thursday, the 28 April 2016 at 10:30 a.m. at the Spectra Convention Centre, House-19, Road-7, Gulshan-1, Dhaka to deal with the following businesses in the manner required by the Companies Act, 1994:

ORDINARY BUSINESS

- AGM 16-18-01: : Receive and adopt the Audited Financial Statements of the Company as of and for the year ended 31 December 2015 together with the reports of the Auditors and Directors thereon;
- AGM 16-18-02 : Declaration of dividend for the year 2015;
- AGM 16-18-03 : Retirement & re-appointment of Directors;
- AGM 16-18-04 : Appointment of the Auditors of the Company for the year 2016 and fixation of their remuneration;

EXTRA ORDINARY BUSINESS

- AGM 16-18-05: : Appointment of the Managing Director & CEO.

By order of the Board,

sd/-

Tauhidul Ashraf FCS
SVP & Company Secretary
Dhaka, 4 April 2016

NOTES

- 11 April 2016 is the 'Record Date' to determine the Shareholders' entitlement to the dividend and their eligibility to attend and vote at the meeting.
- The Board of Directors recommended 12% Dividend (comprising 5% cash and 7% Stock Dividend) subject to the approval of the shareholders.
- 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.
- 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.
- 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.