



## **GSP FINANCE COMPANY (BANGLADESH) LIMITED**

Registered Office: 1, Paribagh, Mymensingh Road, Dhaka-1000

Phone: 88-02-9674306, 9674425; Fax: 88-02-9674194

Website: www.gspfinance.com

### **Notice of The 21<sup>st</sup> Annual General Meeting**

Notice is hereby given that the 21<sup>st</sup> Annual General Meeting of the shareholders of GSP Finance Company (Bangladesh) Limited will be held on Sunday, May 15, 2016 at 11.00 a.m. at the 'Trust Milonayaton', 545 Old Air Port Road, Dhaka Cantonment, Dhaka, to transact the following business:

01. To receive and adopt the Directors' Report to the Shareholders, Auditors' Report and Audited Financial Statements for the year ended December 31, 2015.
02. To declare Dividend for the year ended December 31, 2015.
03. To elect Directors in place of those who shall retire by rotation in accordance with the provision of Articles of Association of the Company and to appoint Director and Independent Directors of the Company.
04. To appoint Auditors of the Company until the conclusion of the next Annual General Meeting (AGM) and to fix their remuneration.

By order of the Board

Sd/-

Md. Mizanur Rahman

Company Secretary

Dated: April 04, 2016

**Notes:**

01. The Record Date is April 26, 2016.
02. The Shareholders whose name will appear in the Share Register of the Company and in the Depository Register on the date will be eligible to attend the 21<sup>st</sup> Annual General Meeting and qualify for the dividend to be declared at the AGM.
03. A shareholder eligible to attend and vote at the Annual General Meeting (AGM) may appoint a proxy to attend and vote in his/her place by filling Proxy Form. The Proxy Form must be affixed with a revenue stamp of Tk. 20/= and submitted to the Registered Office of the Company not later than 48 hours before the day of the Annual General Meeting.
04. Members are requested to update their respective BO Accounts with 12 digit Tax Payer's Identification Number (TIN), Bank Account, mailing address and contact number through their respective Depository Participant (DP) before the Record Date; Advance Income Tax (AIT) @15% (instead of 10%) will be deducted from eligible cash dividend, if anyone fails to update his/ her BO Account with the 12 Digit TIN before the Record Date.
05. Shareholders' attendance counter will open at 7.00 a.m. and to be continued till 11.00 a.m.

**N.B: Members may please note that no gift or benefits in cash or kind shall be given at the AGM.**



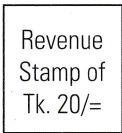
PROXY FORM

I/We... of... being a shareholder of GSP Finance Company (Bangladesh) Limited do hereby appoint Mr./Mrs... of... (or failing his/her) Mr./Mrs... of... as my/our Proxy to attend and vote on my/our behalf at the 21st Annual General Meeting of the Company to be held on May 15, 2016, Sunday at 11a.m. at the 'Trust Milonayaton' 545 Old Airport Road, Dhaka Cantonment, Dhaka. or at any adjournment thereof or any ballot to be taken in consequence thereof.

Signed this... day of May, 2016

Signature of the proxy Signature of the Shareholder(s)

BO ID No.....



No of shares being held.....

Notes:

- I). This Form of Proxy, duly completed must be deposited at least 48 hours before the meeting of the Company's Registered Office. Proxy is invalid if not signed and stamped as indicated above. II). Signature of the Shareholder should agree with the specimen signature registered with the Company.



ATTENDANCE SLIP

I/We hereby record my/our attendance at the 21st Annual General Meeting of the Company to be held on on May 15, 2016, Sunday at 11 a.m. at the 'Trust Milonayaton' 545 Old Airport Road, Dhaka Cantonment, Dhaka.

Name of the shareholder(s) / Proxy (in Block Letters).....

BO ID No..... No of shares being held.....

Date: .....

Signature of the Shareholder(s)/Proxy

N.B.: Shareholders attending the meeting in person or by proxy are requested to complete Attendance Slip and deposit the same at the entrance of the meeting hall.