



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

Notice is hereby given to all the Members of Prime Bank Limited that the 21<sup>st</sup> Annual General Meeting of the Company will be held on **Tuesday, 26 April 2016 at 10:00 a.m.** at the following Venue to transact undernoted businesses:

**Venue** | **KIB Complex, Krishi Khamar Sarak  
Farmgate, Dhaka-1215**

## AGENDA

1. To receive, consider and adopt Directors' Report and Audited Financial Statements of the Bank for the year ended 31<sup>st</sup> December 2015 together with the Auditors' Report thereon.
2. To declare dividend for the year ended 31<sup>st</sup> December 2015 as recommended by the Board of Directors.
3. To elect/re-elect Directors.
4. To appoint Auditors for the term until the next Annual General Meeting and fixing their remuneration.

**By order of the Board of Directors**

Sd/-

**Mohammed Ehsan Habib**

Company Secretary

March 28, 2016

## Notes:

- a. The '**Record Date**' shall be **Monday, April 11, 2016**.

Shareholders whose names appear in the Members' Register of the Company and/or in the Depository on the **Record Date** will be eligible to attend the meeting and qualify for dividend.

- b. The Board of Directors has recommended **Cash Dividend @15% for the year 2015**.

- c. A Member eligible to attend and vote at the Annual General Meeting may appoint a proxy on his/her behalf for which duly stamped Proxy Form must be submitted to the Share Department of the Company at least 72 hours before the scheduled Meeting.

Proxy Form will be available along with the Annual Report-2015, Bank's official website and at the Share Department of the Bank.

- d. Shareholders and proxies are requested to record their entry in the AGM well in time.
- e. Directors' Report and Audited Financial Statements of the Bank for the year ended 31<sup>st</sup> December 2015 together with the Auditors' Report thereon shall be available on bank's website from 12<sup>th</sup> April 2016 onwards.
- f. Hon'ble Members are requested to update particulars of their Bank Account and 12 Digit Taxpayer's Identification Number (e-TIN) through Depository Participants (DP) before the "Record Date".

Members failing to update their e-TIN details before the "Record Date", Income Tax at source will be deducted from payable Dividend @15% (fifteen percent) instead of @10% (ten percent) as per amended Income Tax Ordinance 1984 under Section # 54.

- g. Concerned Brokerage Houses are requested to provide us statement furnishing details i.e. Bank name, Account number & routing number etc. of their margin loan holders who hold Prime Bank's Shares on the 'Record Date' including name of the contact person to the Prime Bank Share Department on or before 17.04.2016 in compliance with relevant BSEC directives.

***N.B: No gift or benefit in cash or kind shall be paid/offered to the Shareholders in the 21<sup>st</sup> AGM as per BSEC Directive No. SEC/CMRRCD/2009-193/154 dated 24.10.2013.***