



BAY LEASING & INVESTMENT LIMITED

Printer Building (7th Floor), 5, Rajuk Avenue, Motijheel C/A, Dhaka-1000.

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Web Site: <http://www.blilbd.com>

Notice of the 15th AGM

Notice is hereby given to all members of Bay Leasing & Investment Limited that the 15th Annual General Meeting of the shareholders of the company will be held on June 22, 2011 at 11.00am at Bashundhara Convention Center-2, Ummekulsum Road, Block-C, Bashundhara R/A, Dhaka to transact the following business:

AGENDA

1. To receive, consider and adopt the Profit and Loss Accounts of the Company for the year ended 31st December, 2010 and the Balance Sheet as at that date together with the reports of the Board of Directors and the Auditors thereon.
2. To declare the dividend for the financial year ended 31st December, 2010 as recommended by the Board of Directors.
3. To elect/re-elect Directors in place of those who shall retire in accordance with statute.
4. To appoint Auditors for the year 2011 and fix their remuneration.
5. To transact any other related business with the permission of the Chair.

All members are requested to attend the meeting on the date, time and place mentioned above.

Dhaka,
May 22, 2011

By Order of the Board


M. Maniruz Zaman Khan
SAVP & Company Secretary

Notes:

1. Record date was fixed on 18th May, 2011 which was notified earlier. The shareholders whose names appeared in the Register of members on the record date will be eligible to attend the Meeting and will qualify for this dividend.
2. A member entitled to attend and vote at the Annual General Meeting may appoint a member as his/her proxy to attend and vote in his/her stead. The proxy Form, duly affixed with Revenue Stamps, worth Tk. 10.00 (Taka ten), Must be deposited at the registered Office of the Company not later than 48 (forty-eight) hours before the time fixed for the Meeting i.e. latest by 11.00 am of June 20, 2011.
3. Attendance of the Shareholder/Attorney/Proxy shall be recorded up to 10.30am at the entrance of the venue. Attendance slip has to be submitted at the Registration Counter duly signed. The signature must agree with the recorded signature.
4. Annual Report containing, among other papers, this notice of the 15th Annual General Meeting, Attendance Slip and Proxy Form is being sent to every member by post. The members may also collect "Proxy Form: from the office of the company.
5. Members are requested to notify change of address, if any, well in time. For BO A/C holders any change of address is to be done through the respective Depository Participant well before the Record Date.