



# Bay Leasing & Investment Limited

SECURE YOUR FUTURE<sup>®</sup>

Eunoos Trade Centre Level 18 52-53 Dilkusha C/A Dhaka  
Phone: +88 02 223352504 (Hunting), Fax: +88 02 223352503, Email: info@bilbd.com

www.bilbd.com

## NOTICE OF THE 26th ANNUAL GENERAL MEETING

Notice is hereby given to all the Members of Bay Leasing & Investment Limited that the 26<sup>th</sup> Annual General Meeting (AGM) of the Company will be held on **October 30, 2022 (Sunday) at 11.00 am** through Digital Platform Link: <https://bayleasing.bdvirtualagm.com> to transact the following business:

### AGENDA

01. To receive, consider and adopt the Audited Financial Statements for the year ended on 31<sup>st</sup> December 2021 together with the Auditors Report and Directors' Report thereon.
02. To approve Dividend for the year ended on 31st December 2021
03. To elect/re-elect Directors according to the provision of the Articles of Association of the company.
04. To appoint / Re-appoint of Statutory Auditor(s) of the Company for the year 2022 and to fix their remuneration.
05. To appoint/ Re-appoint Compliance Auditor(s) of the company for the year 2022 as per Corporate Governance Code of BSEC and to fix their remuneration.
06. To transact any other business with the permission of the chair.

Dated, Dhaka  
October 8, 2022

By order of the Board

Sharmin Akhter  
Company Secretary

#### Notes:

01. The Record Date: October 06, 2022 (**For attending AGM only**)
02. The Shareholders whose names appear on the Members/Depository Register of the company on the Record Date: October 06, 2022 shall be eligible to attend the 26<sup>th</sup> AGM (virtual meeting through digital platform/ online live portal). It is mentionable that Stock Dividend is subject to approval of Shareholders in the 26<sup>th</sup> AGM and subsequent approval of the Bangladesh Securities & Exchange Commission (BSEC) The Record Date for entitlement of Stock Dividend (Bonus Share) will be notified later as per notification No. BSEC/CMRRCD/2009-193/23/Admin/123, dated June 30, 2021 upon receipt of consent from Bangladesh Securities And Exchange Commission.
03. The Board of Directors recommended 5% stock Dividend for the year ended December 31, 2021 (**Subject to approval Regulatory Authorities**).
04. The Members will be able to submit their questions/comments and vote electronically 24 hours before commencement of the AGM and during the AGM. For logging in to the system, the Members need to put their 16-digit Beneficial Owner (BO) ID number and other credential as proof of their identity.
05. A member eligible to attend and vote in the virtual AGM, or may appoint a Proxy to participate and vote on his/her behalf. Scanned copy of the Proxy Form duly filled, signed and stamped with TK.20.00 (Revenue Stamp) must be sent through email to share @ bilbd.com not later than 48 hours before commencement of the AGM.
06. The soft copy of the Annual report-2021 of the company will be sent to the shareholders respective e-mail addresses available with us as per CDDB record. However, interested shareholders may collect hard copy of the Annual Report- 2021 from the Share Department of the company situated at Eunoos Trade Centre (Level-18), 52-53 Dilkusha C/A Dhaka-1000 by submitting a written request. The Annual report-2021 will be also available in the Company's official website: www.bilbd.com

No benefit or gift in cash or kind shall be given to the shareholders for attending the 25<sup>th</sup> Annual General Meeting as per Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRRCD/2009-193/154 dated October 24, 2013.