



Bay Leasing & Investment Limited

Printer's Building (7th Floor), 5 Rajuk Avenue, Motijheel C/A, Dhaka-1000.
Phone: 9565026, 9565026, Email: info@blilbd.com, <http://blilbd.com>

Notice of the 16th AGM

Notice is hereby given to all members of Bay Leasing & Investment Limited that the 16th Annual General Meeting of the shareholders of the company will be held on May 5, 2012 at 10.30am at Bashundhara Convention Center-2, Ummekulsum Road, Block-C, Bashundhara R/A, Dhaka to transact the following business:

AGENDA

1. To receive and adopt the Director's Report, Auditors Reports and Audited Financial Statements of the Company for the year ended 31st December, 2011.
2. To declare the dividend for the year ended 31st December, 2011.
3. To elect Directors in place of those who shall retire by rotation in accordance with the provisions of Articles of Association of the Company.
4. To appoint Auditors for the year 2012 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,
April 15, 2012

By Order of the Board


M. Maniruz Zaman Khan
VP & Company Secretary

Notes:

01. The Board of Directors have recommended dividend @ 20% in the form of Bonus Shares and 15% Cash Dividend for the year ended 31st December 2011 subject to approval in the 16th Annual General Meeting.
02. The record date has been fixed on April 11, 2012. The Shareholders, whose names will appear in the Share Register of the Company on the record date, will be eligible to attend the meeting and receive dividend.
03. A shareholder eligible to attend and vote in the AGM may appoint Proxy to attend and vote in his/her behalf. The Proxy Form duly completed and stamped must be deposited at the registered office of the Company not later than 72 hours before the time fixed for the meeting.
04. Admission into the meeting room will be allowed on production of the Attendance Slip attached with the Proxy Form.

N.B: No Food or Gift will be offered for attending the 16th AGM of the company