



# Bay Leasing & Investment Limited

SECURE YOUR FUTURE®

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[www.bilbd.com](http://www.bilbd.com)

## **NOTICE OF THE 29<sup>th</sup> ANNUAL GENERAL MEETING**

Notice is hereby given that the **29<sup>th</sup>** Annual General Meeting (AGM) of Bay Leasing & Investment Limited will be held on **August 28, 2025 at 11.30 a.m** to transact the following business. The AGM will be held under Hybrid System as a physical presence at The Institution of Engineers Bangladesh (IEB), Conference Room(2<sup>nd</sup> floor), Ramna, Dhaka -1000, and for virtual presence by logging the link: <https://bayleasing.bdvirtualagm.com>

### **AGENDA**

01. To receive, consider, and adopt the Audited Financial Statements of the Company for the year ended on 31<sup>st</sup> December 2024 together with the reports of the Directors and Auditors thereon.
02. To declare Dividend for the year ended 31st December, 2024
03. To elect or re-elect Director(s).
04. To re-appoint the Statutory Auditor(s) for the year 2025 and fix their remuneration.
05. To re-appoint Compliance Auditor as per the Corporate Governance Code for the year 2025 and fix their remuneration.
06. To transact any other business with the permission of the chair.

Dated, Dhaka  
August 06 , 2025

By order of the Board

**Sharmin Akhter**  
VP & Company Secretary

### **Notes:**

01. The Shareholders whose names would appear in the Members/Depository Register (CDBL) as on Record Date i.e. July 21, 2025 will be eligible to attend /participate and vote in the Annual General Meeting.
02. A member eligible to attend/Join and vote at the Annual General Meeting (AGM) may appoint a proxy to attend/Join and vote on his/her behalf. The Proxy Form, duly filled signed and stamped at BDT 20.00 must be sent through email to the share Department of the company at [share@bilbd.com](mailto:share@bilbd.com) at **least** 48 hours before the time of holding the meeting.
03. Annual report-2024 along with attendance Slip, Proxy Form and Notice of the AGM are being sent to all the members by courier service/post/email address available with us as per CDBL record. These are also available in the company's website. i.e [www.bilbd.com](http://www.bilbd.com)
04. Existing External Auditor M/s Pinaky & Company, Chartered Accountants have completed 2(two) years as Auditors of the Company appointed by the honorable Shareholders as per advice & approval of Bangladesh Bank. As per rule, they are eligible for re-appointment.
05. The retiring Director shall not be eligible for re-election as per Finance Company Act 2023.
06. The shareholders will be able to submit their questions/comments and vote electronically before 24 (twenty-four) hours before the commencement of the AGM and during the AGM. Detailed Login /Participation Process for joining 29<sup>th</sup> AGM through online/Digital Platform will also be available the company website: <https://www.bilbd.com>.

**No benefit or gift in cash or kind shall be given to the shareholders for attending the 29<sup>th</sup> Annual General Meeting as per Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRCD/2009-193/154 dated October 24,2013.**

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