

Notice of the Eighteenth Annual General Meeting

NOTICE IS HEREBY GIVEN that the Eighteenth Annual General Meeting (AGM) of BRAC Bank Limited will be held on April 27, 2017, Thursday at 10:00 a.m. at BRAC Centre for Development Management (BCDM), Khagan, Savar to transact the following business:

AGENDA

- AGM-18-01-2017: To receive, consider and adopt the audited financial statements for the year ended December 31, 2016 and the Auditors' and Directors' Report;
- AGM-18-02-2017: To declare dividend for the year ended December 31, 2016;
- AGM-18-03-2017: To elect /re-elect Directors;
- AGM-18-04-2017: To appoint auditors of the Company for the year 2017 and to fix their Remuneration;

All the Shareholders of the Company are requested to make it convenient to attend the meeting.

By the order of the Board



Rais Uddin Ahmad
Company Secretary

March 28, 2017

NOTES:

- a) The "Record Date" is April 10, 2017.
- b) The shareholders whose name will appear in the Register of Members of the company on the record Date shall be entitled for the dividend.
- c) The Board of Directors recommended for issuance of 20% (Twenty Percent) Stock Dividend (Bonus Share) and payment of 10% (Ten Percent) Cash Dividend on the profit of the Bank as at the close of business on December 31, 2016.
- d) A member eligible to attend and vote at the annual General Meeting may appoint a proxy to attend and vote on his/her behalf. Proxy form must be affixed with the revenue stamp of taka 20.00 and submitted to the Registered Office of the company not later than 72 hours before the time fixed for the Annual General Meeting.
- e) Shareholders and Proxies are requested to record their entry at the AGM well in time. No entry will be recorded after 10:00 a.m.
- f) Hon'ble Members are requested to update their respective BO Accounts with Taxpayer's Identification Number (e-TIN) through Depository Participant (DP) latest by April 6, 2017, failing which Income Tax at Source will be deducted from payable Dividend @ 15% (Fifteen Percent) instead of @ 10% (Ten Percent) as per amended IT Ordinance -1984 under Section 54
- g) Merchant Banks and Depository Participants (DPs) are requested to provide the list of their margin clients who will hold the shares of the Company as on Record Date to the Share Office of the Company situated as Anik Tower, 220/B, Tejgaon I/A, Tejgaon-Gulshan Link Road, Dhaka-1208 before or on April 20, 2017.
- h) No Gift /Gift Coupon/Food Box etc. to be distributed at the 18th AGM, in Compliance with the Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRRCD/2009-193/154 dated October 24, 2013 and Regulation 24 (2) of the Listing Regulations, 2015 of both the Stock Exchanges (DSE & CSE).

 **BRAC BANK**

আজ্ঞা অবিচল