



কে এন্ড কিউ (বাংলাদেশ) লিঃ
KAY & QUE (BANGLADESH) LTD.

Anchor Tower 108 Bir Uttam C.R. Dutta Road, Dhaka-1205 Tel : 58610012-8, Web : www.kayandque.com, Email : info@kayandque.com

AGM NOTICE

The notice is hereby given to all the valued shareholders of **Kay & Que (Bangladesh) Limited** that, the **33rd Annual General Meeting** of the company will be held on **Thursday, 14th December, 2017** at Hotel Sundarban, 112, Bir Uttam C.R. Dutta Road, Dhaka-1205 at 10:30 am. The following businesses will be transacted in this meeting:

Ordinary Businesses :

1. Approval of the Annual Audited Financial Account and the Profit and Loss accounts and other comprehensive income account for the year ended on 30.06.2017
2. Re-appointment and rotation of Directors.
3. Appointment of the Auditors and fixation of their remuneration.
4. Declaration of the Dividend.

By the order of the Board.

Sd/-

Md. Abdus Salam
Company Secretary

Notes:

1. The record date was on Tuesday, 21st November 2017 The shareholders whose name appeared on the members register, will be eligible to attend the meeting.
2. A member eligible to attend and vote at the General meeting may appoint a proxy to attend and vote on his/her behalf. Proxy form must be affixed by requisites revenue stamp and must be submitted to the registered office of the company not less than 72 hours before the time forced for the Annual General Meeting.
3. Attendance to the AGM Venue will be upon production of the attendance card attached with the Annual Report.
4. The Annual Report for the year ended on 30-06-2017 and the attendance card will be available on the website of the company www.kayandque.com
5. As per the notification of Bangladesh Securities and Exchange Commission there will be no arrangement of gift or entertainment in the Annual General Meeting.