

Size: 2 Col X 10 inch



KAY & QUE (BANGLADESH) LTD.
Anchor Tower, 108, Bir Uttam C.R. Dutta Road, Dhaka-1205
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NOTICE OF THE 40th ANNUAL GENERAL MEETING

Notice is hereby given that the 40th Annual General Meeting (AGM) of Kay & Que (Bangladesh) Ltd. will be held on **Sunday, December 22, 2024 at 11:00 am**. Pursuant to the Bangladesh Securities and Exchange Commission's Order No. SEC/SRMIC/94-231/91 dated 31 March 2021, No.BSEC/ICAD/SRIC/2024/318/09 dated 16.01.2024 and No. BSEC/ICAD/SRIC/2024/318/87 dated 27.03.2024 the AGM will be held through Hybrid System in combination of physical presence at Anchor Tower, 108 Bir Uttam C. R. Datta Road Dhaka-1205 and also Virtually by using Digital Platform through the link <https://kayque40.agm.watch> to transact the following businesses:

AGENDA:

11. To receive, consider and adopt the Audited Financial Statements of the company for the year ended 30th June 2024, together with the reports of the Auditor and the Directors.
2. To declare dividend for the year ended 30th June 2024 as recommended by the Board of Directors.
3. To elect/re-elect Director(s) of the Company.
4. To appoint the Statutory Auditor of the company for the year ended 30th June 2025 and fix their remuneration.
5. To appoint the Corporate Governance Compliance Auditor for the year ended 30th June 2025 for compliance certification on corporate governance and fix their remuneration.



By order of the Board of Directors,
Sd/-

Dhaka, Bangladesh
Date: December 01, 2024

Md. Ibrahim Shafi Mithun
Company Secretary

Notes:

1. The shareholders whose name appeared in the Share/Depository Register as on the 'Record Date' (i.e. **05th December, 2024**), are eligible to participate in the 40th AGM and receive the dividend.
2. The Board unanimously recommended cash dividend @3% and Stock @2% (subject to consent by BSEC for 2% Stock Dividend) of the paid-up capital of the Company for the year ended June 30, 2024.
3. A shareholder entitled to attend and vote at the AGM may appoint a proxy to attend and vote in his/her behalf. The Proxy Form, duly filled, signed and stamped of Tk. 100.00 must be sent through email to the Company at share@multimodebd.com not later than 48 hours before the time fixed for the meeting.
4. The concern stock broker, merchant banker and portfolio manager are requested to submit hard copy or through mail to the Company at share@multimodebd.com on or before **December 12 2024**; the statement along with detail of their margin client or customer who has debit balance or margin loan, who are entitled to receive cash dividend @3% of the Company for the year ended June 30, 2024. The statement should include shareholder's name, BO ID number, client-wise shareholding position, gross dividend receivable, applicable tax rate, net dividend receivable etc. along with the Consolidated Customers' Bank Account number, routing number and contact person.
5. The members will be able to submit their questions/comments and vote electronically 72 hours before commencement of the AGM and during the AGM by using the link or scanning **QR Code**. For any IT related guidance and help with the login process the respected members may contact at +88-02-586100125-8, (Ext-135, 108) and visit www.kayandque.com
6. Detail log in process has been sent through email to respective shareholder's mail ID available in their BO account maintained with the Depository. The detailed procedures to participate in the virtual meeting along with link are also available in the Company's website at www.kayandque.com.
7. No gift or benefit in cash or kind shall be paid/ offered to the Shareholders in the 40th AGM as per BSEC Circular No. SEC/CMRRC D/2006-193/154 dated 24.10.2013.