bengal windsor thermoplastics ltd.

(A Company of Bengal Group of Industries)

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Notice of the 14th Annual General Meeting

Notice is hereby given that the 14th Annual General Meeting of the shareholders of Bengal Windsor Thermoplastics Limited will be held on Tuesday, 15 December 2016 at 11:00 am at Bengal Multimedia Studio, 95/A, Tejgaon I/A, Dhaka-1208 to transact the following business:

AGENDA

1. To receive, consider, and adopt the Audited Financial Statements of the Company for the year ended 30 June 2016 together with the Reports of Directors' and Auditors' thereon;
2. To declare Dividend for the year ended 30 June 2016;
3. To elect/re-elect Director(s) of the Company;
4. To appoint Auditors for the year 2016-2017 and fix their remuneration.

By order of the Board,

Sd/-

Darul Awam Tuhin ACS
Company Secretary

Dated: 21 November 2016

- The Board unanimously recommended 10% Cash Dividend.
- Shareholders whose names appeared in the Share Depository Register of the Company on the record date i.e. 17 November 2016; will be eligible to attend and vote in the Annual General Meeting and to receive dividend as approved in the AGM.
- Members entitled to attend and vote at the Annual General Meeting may appoint a Proxy to attend and vote on his or her behalf. The proxy form must be affixed with requisite revenue stamp of Tk. 20/-and must be submitted to the Registered Office of the Company not less than 48 hours before the time fixed for the meeting.
- Admission to the meeting will be only on production of the attendance slip attached with the Annual Report.
- In case of non-receipt of the Annual Report of the Company sent through courier, Members may collect the same from the Registered Office of the Company within 12 December 2016. No additional Annual Report will be distributed at the AGM venue.
- The Institutional Shareholders are requested to send their letter of representation at the Registered Office of the Company not later than 48 hours before the time fixed for the meeting.
- The concerned brokerage houses and merchant bankers are requested to submit statement with the details (Shareholders name, BO ID number, E-TIN number, gross dividend receivable, applicable tax rate, and net dividend receivable) of their margin loan holders who hold shares of the Company as on the Record Date, along with the name of the contact person in this connection. The brokerage houses and merchant bankers are also requested to submit us with their Bank Account name, number, routing number etc. on or before 10 December 2016.
- The concerned trusty board of approved superannuation fund or pension fund or gratuity fund or recognize provided fund or workers participation fund are requested to submit us update tax rebate certificate on or before 10 December 2016.
- The Annual Report is available in the Company's website at www.windsor.bengalgroup.com.

Notes:

সম্মানিত শেয়ারহোল্ডারবৃন্দের সদয় অবগতির জন্য জানানো যাচ্ছে যে, বিএসইসি নটিফিকেশন নং SEC/SRMI/2000-953/1950, dated 24th October 2000 এবং circular no. এসইসি/সিএমআরআরসিডি/২০০৯-১৯৩/১৫৪, তারিখ ২৪ অক্টোবর ২০১৩ এর পরিপালনার্থে আসন্ন বার্ষিক সাধারণ সভা চলাকালীন সময় ও পরবর্তিতে কোন প্রকার উপহার/খাবার/কোন ধরনের কুপন প্রদানের ব্যবস্থা থাকবে না।

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