



Union Capital Limited

Building a sustainable future

Registered office:

Noor Tower, 73 Sonargaon Road, Dhaka-1205

Phone: 880-2-9662888, Fax: 880-2-58616878

E-mail: mailbox@unicap-bd.com

[Incorporated in Bangladesh]; [Registration number: C-36021(321/98)]; [Share code: UNIONCAP]

NOTICE OF THE TWENTY-FIRST ANNUAL GENERAL MEETING

Notice is hereby given that the 21st Annual General Meeting of the Company will be held on Thursday, the 20 June 2019 at 11:00 a.m. at the Spectra Convention Centre, House-19, Road-7, Gulshan-1, Dhaka to deal with the following business in the manner required by the Companies Act, 1994:

AGM 19-21-01 : Receive and adopt the Audited Financial Statements of the Company as of and for the year ended 31 December 2018 together with the reports of the Auditors and Directors thereon;

AGM 19-21-02 : Declaration of dividend for the year 2018;

AGM 19-21-03 : Retirement & re-appointment of Directors;

AGM 19-21-04 : Appointment of the Auditors of the Company for the year 2019 and fixation of their remuneration;

AGM 19-21-05 : Appointment of the Auditors for certification on the compliance of Corporate Governance Code (CGC) for the year 2019 and fixation of their remuneration.

By order of the Board,

sd/-

Tauhidul Ashraf FCS

EVP & Company Secretary

Dhaka, 30 May 2019

Notes:

1. 29 May 2019 is the 'Record Date' to determine the Shareholders entitlement to the dividend and their eligibility to attend and vote at the meeting.
2. The Board of Directors recommended 5% Stock Dividend subject to the approval of the shareholders and concerned regulatory authority.
3. A Member eligible to attend and vote at the Annual General Meeting may appoint a Proxy to attend, speak and vote or abstain from voting in his/her/its/their stead. The Proxy Form duly completed and stamped must be deposited at the Registered Office of the Company no later than 72 hours before the time set for holding the meeting.
4. Members are requested to notify change of their address, bank account details, contact number, e-mail address and 12 digits E-TIN number (if any), through their respective Depository Participants well in advance.
5. As per Bangladesh Securities and Exchange Commission notification No. BSEC/CMRRCD/2006-158/208/Admin/81, dated 20 June 2018 soft copies of the Annual Report along with the Attendance Slip, Proxy Form and the Notice will be forwarded to all the Members at their respective email address available with us as per CDBL record. These will also be available in the website of the Company: www.unicap-bd.com. The printed annual report may be available if any shareholder requires in writing beforehand.

Special Note: As per BSEC's notification dated 24 October 2013, no food box/gift/gift coupon etc. will be given at the Annual General Meeting.