



ENVOY TEXTILES LIMITED

Corporate & Registered Office: Envoy Tower (5th– 8th Floor),
18/E, Lake Circus Kalabagan, West Panthapath, Dhaka-1205

NOTICE OF THE 18TH ANNUAL GENERAL MEETING

Notice is hereby given to all the Members of Envoy Textiles Limited (ETL) that the 18th Annual General Meeting of the Company will be held on Saturday, December 21, 2013 at 10:00 am at Factory Premises, Jamirdia, Bhaluka, Mymensingh to transact the following business:

AGENDA

1. To receive, consider and adopt the Financial Statements of the Company for the year ended September 30, 2013 together with the Report of the Directors' and the Auditors' thereon.
2. To declare dividend for the year ended September 30, 2013.
3. To elect Directors in accordance with the provisions of Articles of Association of the Company.
4. To appoint Auditors of the Company for the term until the completion of next Annual General Meeting and fixation of their remuneration.
5. To approve appointment of the Independent Director.

By order of the Board

M Saiful Islam Chowdhury ACS
Company Secretary

Tuesday, November 19, 2013
Dhaka

Notes:

- (i) Shareholders whose names would appear in the Member/Depository Register on the Record Date i.e. November 28, 2013 shall be eligible to attend the 18th AGM of the Company and entitled to Dividend.
- (ii) The proxy form must be affixed with requisite revenue stamp and deposited at the Registered/Corporate Office of the Company not less than 48 hours before the time fixed for the meeting.
- (iii) Members are requested to submit to the Company's Registered/Corporate Office on or before December 28, 2013, their written option to receive dividend. In case of non-submission of such option within the stipulated time, the dividend will be paid as deemed appropriate by the Company.
- (iv) Annual Report, Attendance Slip and Proxy Form along with the Notice will be sent to all the Members by Courier Service/Post. The Members may also collect the Proxy Form from the Registered/Corporate Office of the Company.
- (v) The Annual Report is available in the Company's website at www.envoytextiles.com