



# ENVOY TEXTILES LIMITED

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

## NOTICE OF THE 20<sup>TH</sup> ANNUAL GENERAL MEETING

Notice is hereby given that the 20<sup>th</sup> Annual General Meeting of the Shareholders of Envoy Textiles Limited will be held on Saturday, 26 December 2015 at 10:00 AM at Samarai Convention Center, 23/G/7, Panthapath (Opposite to Bashundhara City Market), Dhaka-1205 to transact the following business:

### AGENDA

- Agenda 1: To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 30 September 2015 together with the Reports of the Directors' and the Auditors' thereon.
- Agenda 2: To declare dividend for the year ended 30 September 2015
- Agenda 3: To elect Directors in accordance with the provision of Articles of Association of the Company.
- Agenda 4: To appoint Auditors of the Company for the term until the completion of next Annual General Meeting and fixation of their remuneration.
- Agenda 5: To reappoint Managing Director of the Company.
- Agenda 6: To reappoint Independent Director of the Company for the 2<sup>nd</sup> term.

By order of the Board

M Saiful Islam Chowdhury ACS  
Company Secretary

Thursday, 19 November 2015  
Dhaka

### Notes:

- (i) Shareholders whose names would appear in the Depository Register on the Record Date i.e. 09 December 2015 shall be eligible to attend the 20<sup>th</sup> AGM of the Shareholders 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) Details of businesses to be transacted are available under explanatory notes to the agenda in Page No. 4 & 5 of the Annual Report-2015
- (iv) The Annual Report-2015 will be available in the Company's website at <http://www.envoytextiles.com/investors-reports.php>

**Special note:** No benefit or gift in cash or kind shall be given to the shareholders for attending the 20th AGM as per notification no. SEC/SRMI/2000-953/1950 dated 24 Oct. 2000 and subsequent circular thereon dated 24 October 2013 of BSEC and Regulation 24(2) of DSE (Listing) Regulations, 2015