

NOTICE OF THE 25TH ANNUAL GENERAL MEETING

Notice is hereby given to all Hon'ble Shareholders of Prime Finance & Investment Limited that the 25th Annual General Meeting (AGM) of the Company will be held on Thursday, 28 October 2021 at 10:30 a.m. at virtually by using digital platform to transact the following businesses:

AGM 21-25-01	To receive, consider and adopt the audited financial statements of the Company for the year ended on 31 December 2020 together with the reports of the Directors' and Auditors' thereon;
AGM 21-25-02	To declare dividend for the year 2020 as recommended by the Board of Directors;
AGM 21-25-03	To elect or re-elect the Directors;
AGM 21-25-04	To appoint the Auditors and fix their remuneration;
AGM 21-25-05	To re-appoint Independent Director;
AGM 21-25-06	To appoint Corporate Governance Code Compliance Auditor for the year 2021 and fix their remuneration.

By Order of the Board of Directors



Mahdi Ibna Bashir ACS
Company Secretary (CC)

Dated: Dhaka
7 October 2021

Notes :

- Members whose names appeared in the Members'/Depository Register on Record Date i.e. 30 September 2021 will be eligible to attend/ participate and vote in the Annual General Meeting through Digital Platform.
- The AGM Notice, Link for joining in the Audio-Visual meeting (Digital Platform) and detail login process will be mailed to the respective Members' e-mail address available with us.
- Pursuant to the BSEC Notification No. BSEC/CMRRCD/ 2006-158/208/Admin/81 dated June 20, 2018, soft copy (PDF) of the Annual Report 2020 will be sent to the Members' respective e-mail addresses as available with us. The Annual Report 2020 will be available in the Company's website at www.primefinancebd.com.
- Members whose e-mail addresses updated/changed subsequently, are requested to e-mail us at ird@primefinancebd.com referring their full name, BO ID and e-mail address to get the digital platform meeting invitation.
- For login to the system, the shareholders need to put their 16-digit BO ID Number and other credentials as proof of their identity while visiting the AGM Link: <https://pfildagm.alphanext.digital> which will be available in the Company's website at www.primefinancebd.com. The Shareholders will be able to submit their questions/comments and vote electronically 24 hours before commencement of the AGM and during the AGM. The full login/participation process to the Digital Platform meeting will also be available in the Company's website at www.primefinancebd.com.
- The Shareholders are encouraged to login to the system prior to the meeting at 10:30 a.m. The Shareholders may Contact Mobile No. 01686139150, 01792000785 and 01772992507 for any IT related guidelines in accessing the virtual meeting.
- A Member entitled to attend/participate and vote in the Annual General Meeting, may appoint a proxy in his/her stead. Scanned copy of the proxy form, duly filled, signed and stamped with Tk. 20/- must be communicated through e-mail to ird@primefinancebd.com not later than 48 hours before the meeting.