



Prime Finance & Investment Limited

Notice of the 26th Annual General Meeting

Notice is hereby given that we received an order (Company Matter No. 113 of 2023) from the honorable High Court division of Supreme Court of Bangladesh to call, conduct and hold the Annual General Meetings of the Company for the calendar year 2021 and accordingly the 26th Annual General Meeting of the Shareholders of Prime Finance & Investment Limited will be held on Sunday, 10 September 2023 at 10:30 a.m. at virtually by using digital platform to transact the following businesses:

- AGM 21-26-01 To receive, consider and adopt the audited financial statements of the Company for the year ended on 31 December 2021 together with the reports of the Directors' and Auditors' thereon;
- AGM 21-26-02 To declare dividend for the year 2021 as recommended by the Board of Directors;
- AGM 21-26-03 To elect or re-elect the Directors;
- AGM 21-26-04 To appoint the Auditors and fix their remuneration;
- AGM 21-26-05 To re-appoint Independent Director;
- AGM 21-26-06 To appoint Corporate Governance Code Compliance Auditor and fix their remuneration.

By Order of the Board of Directors

Dated: Dhaka, 17 August 2023

Mohammad Zaman ACS, LL.M
Company Secretary

Notes :

1. Members whose names appeared in the Members'/Depository Register on Record Date i.e. 29 August 2023 will be eligible to attend/ participate and vote in the Annual General Meeting through Digital Platform.
2. 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.
3. Pursuant to the BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated June 20, 2018, soft copy of the Annual Report 2021 will be sent to the Members' respective e-mail addresses as available with us. The Annual Report 2021 will be available in the Company's website at www.primefinancebd.com.
4. Members whose e-mail addresses updated/changed subsequently, are requested to email us at ird@primefinancebd.com referring their full name, BO ID and e-mail address to get the digital platform meeting invitation.
5. 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 al which will be provided in the Company's website at www.primefinancebd.com. The Shareholders will be able to submit their questions/comments 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.
6. The Shareholders are encouraged to login to the system prior to the meeting at 10:30 a.m. The Shareholders may Contact Mobile No. 01737900339 and 01976504051 for any IT related guidelines in accessing the virtual meeting.
7. 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.
8. As per BSEC circular no. SEC/CMRRCD/2009-193/154 dated 24.10.2013 "No Gift, Gift Coupon or Food Box shall be given to the Members to participate in the 26th Annual General Meeting.