

**NOTICE OF 31<sup>ST</sup> AGM OF SAUDI PAK LEASING COMPANY LIMITED**

Notice is hereby given that the 31<sup>st</sup> Annual General Meeting of Saudi Pak Leasing Company Limited will be held on Thursday, 28<sup>th</sup> October, 2021 at 11:00 a.m. at Registered Office i.e. 6th Floor, Lakson Square Building No 1, Sarwar Shaheed Road, Saddar, Karachi to transact the following business for the respective year.

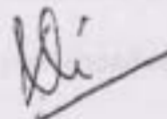
**A. Ordinary Business:**

1. To confirm the minutes of 30th Annual General Meeting (AGM) held on 27<sup>th</sup> November, 2020.
2. To receive, consider and adopt the Audited Accounts for the year ended June 30, 2021 together with the Directors' and Auditors' reports thereon approved by Board of Directors.
3. To appoint M/s. Junaidy, Shoaib, Asad, Chartered Accountants (Morison KSi) as External Auditors for the year 2021-2022 and fix their remuneration as recommended by Board of Directors. The present Auditors M/S. Junaidy, Shoaib, Asad, Chartered Accountants (Morison KSi) will stand retired on the conclusion of this meeting.

**B. Special Business:**

4. To update the shareholders regarding SECP Show Notice dated 18.05.2020 and SECP Order dated 28<sup>th</sup> September 2020 to meet MER requirement and seeking plan from major shareholders for injection of equity to meet the mandatory requirement of the MER.
5. To transact any other business with the permission of the Chair.

By Order of the Board

**Muhammad Imtiaz Ali**  
Company Secretary

Karachi, October 7, 2021.

## Notes:

**Corona virus Contingency planning for AGM**

- i) In the wake of prevailing situation due to Covid-19 pandemic all SOPs will be strictly followed including wearing of face mask and social distancing , SECP has instructed listed companies to modify their usual planning for General Meetings for the safety and wellbeing of the shareholders and public at large. Accordingly, the company intends to convene this AGM with minimal physical interaction with shareholders while ensuring compliance with quorum requirements and requests the Members to consolidate their attendance and voting at the AGM through proxies.
- ii) The Share Transfer Books of the Company will remain closed from October 22, 2021 to October 28, 2021 (both days inclusive).
- iii) A member entitled to attend and vote at the Annual General Meeting may appoint another as a Proxy to attend and vote instead of him/her save that a company being a member of this Company may appoint as proxy or as its representative under Section 138 of the Companies Act., 2017, any person though not a member of the Company, and the person so appointed shall be entitled to exercise the same powers on behalf of the Company which he represents, as if he was an individual member of the Company.
- iv) Members and proxies shall produce his /her original CNIC or Passport at the time of the meeting.
- v) Attested copies of CNIC or the Passport of the beneficial owners and of the proxy shall be furnished with the proxy form.
- vi) In case of a corporate entity, the Board of Directors' resolution /power of attorney with specimen signature of the person nominated to represent and vote on behalf of the corporate entity shall be submitted along with proxy form to the Company.
- vii) The instrument appointing a proxy shall be lodged with the Company Secretary not less than 48 hours before the time fixed for the Meeting. The proxy form shall be witnessed by two persons whose names, address and CNIC number shall be mentioned on the form.
- viii) A member shall not be entitled to appoint more than one proxy. If a member appoints more than one proxy and more than one instruments of proxy are deposited by a member with the Company, all such instruments of proxy shall be rendered invalid.
- ix) The Audited financial statements of the company for the year ended June 30, 2021 have been made available on the Company's website.
- x) To meet the requirement of Section 72 of the Companies Act,2017 the Shareholders having physical shareholding are encouraged to open CDC Sub-account with any of the brokers or Investment Account directly with CDC to place their physical shares into scrip less form as the trading of physical shares is not permitted as existing regulations of the Pakistan Stock Exchange (PSX).
- xi) Members are requested to promptly notify any change in their address and contact details to the Registrar of the Company (CDC) to update their record.

**PROXY FORM**

I/We \_\_\_\_\_ of \_\_\_\_\_ ( full address)

being member(s) of Saudi Pak Leasing Company Limited hereby appoint Mr./Ms. \_\_\_\_\_ of \_\_\_\_\_ (full address)

or falling him/her Mr. / Ms. \_\_\_\_\_ of \_\_\_\_\_ (full address)

(being member of the Company as my / our Proxy to attend, act and vote for me/us and on my/our behalf at the **31<sup>st</sup> Annual General Meeting** of the Company to be held on **October 28, 2021** and at any adjournment thereof.

As witness my/our hand this \_\_\_\_\_ day of \_\_\_\_\_ 2021

Signed by \_\_\_\_\_

In presence of \_\_\_\_\_

Signature and address of witness

**Please affix Rs.5/- revenue stamp**

**Signature of Member(s)**

Shareholder's Folio No. \_\_\_\_\_

Number of Shares held \_\_\_\_\_

A member entitled to attend and vote at a general Meeting is entitled to appoint a proxy to attend and vote for him/her. A proxy must be a member of the Company.

The instrument appointing a proxy shall be in written under the hand of the appointer of his/her attorney duly authorized in writing, if the appointer is a corporation, under its common seal of the hand of any officer or attorney duly authorized.

The instrument appointing a proxy, together with Power of Attorney, if any, under which it is signed or a notarized certified copy thereof, should be deposited at the Registered Office not less than 48 hours before the time of holding the Meeting.