



## BANGLADESH COMMERCE BANK LIMITED

Corporate Office: Eunoos Trade Center (Level-22)  
52-53, Dilkusha C/A, Dhaka-1000, Bangladesh

### Notice of the 22<sup>nd</sup> Annual General Meeting

Notice is hereby given that the 22<sup>nd</sup> Annual General Meeting (AGM) of all the Honorable shareholders of Bangladesh Commerce Bank Limited will be held on **Saturday 19 September, 2020** at 11.00 a.m. through **Digital Platform** to transact the following business.

#### **Agenda :**

- 1) To receive, consider and adopt the Audited Financial Statements for the year ended 31<sup>st</sup> December 2019 along with the Reports of the Directors and Auditors' thereon.
- 2) To approve the appointment of Director.
- 3) To elect/re-elect Directors in accordance with the provisions of law and the Memorandum and Articles of Association of the Company.
- 4) To appoint Auditor(s) of the Company and fix up their remuneration for the year 2020.
- 5) To transact any other Business with the Permission of the Chair.

**Dated: August 29, 2020**  
**Dhaka.**

By order of the Board of Directors  
Sd/-  
(**Sayed M. Estencher Billah**)  
Company Secretary

#### **NOTES:**

- 1) The Register Book of shareholders of the Company shall remain closed from **01-09-2020** to **03-09-2020** (inclusive both days) and no shares will transfer during this period.
- 2) A Member eligible to participate and vote at the Annual General Meeting may appoint any person as a proxy on his/her behalf. Proxy Form or Power of Attorney or Authorization Letter or Authorization attested by Notary Public is to be submitted to the Registered Office of the Company at least **72 hours** before the time fixed for the Meeting. If Proxy Form duly filled in along with Revenue stamp of **Tk.20/-** is not submitted within the stipulated time, the Proxy will not be treated as valid.
- 3) On the day of Annual General Meeting Digital Platform will remain open from **10.00 am**. The shareholders are requested to joining in AGM through web link and detail process for joining the meeting will also be available in the Bank's website: [www.bcblbd.com](http://www.bcblbd.com).
- 4) Annual Report-2019 along with Notice and Proxy Form of 22<sup>nd</sup> Annual General Meeting will be sent to the registered address of all respective shareholders and the same would also be uploaded at the website of the Bank. Anybody who has not received the Annual Report, Notice/Proxy Form and link to attend AGM is requested to visit the **website** [www.bcblbd.com](http://www.bcblbd.com) of the Bank or contact with Board Division of the Registered Office of BCBL (Contact No. **0961-322-1070**).
- 5) Respected Shareholders are requested to inform **regarding change of address** (if any) to the Board Division of the Registered Office of BCBL on or before **sending Annual Report**.

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