



## BANGLADESH COMMERCE BANK LIMITED

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

### Notice of the 25<sup>th</sup> Annual General Meeting

Notice is hereby given that the 25<sup>th</sup> Annual General Meeting (AGM) of the Honorable shareholders of Bangladesh Commerce Bank Limited will be held virtually by using **Digital Platform** on **Saturday 30 September, 2023** at **11.00 a.m.** to transact the following business and to adopt necessary resolutions.

#### **Agenda :**

- 1) To receive, consider and adopt the Audited Financial Statements for the year ended 31<sup>st</sup> December 2022 along with the Reports of the Directors and Auditors' thereon.
- 2) To elect/re-elect Directors in accordance with the provisions of law and the Memorandum and Articles of Association of the Company.
- 3) To appoint Auditor(s) of the Company and to fix up their remuneration for the year 2023.
- 4) To transact any other Business with the Permission of the Chair.

**Dated: August 22, 2023**  
**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 **28-08-2023** to **30-08-2023** (inclusive both days) and no shares will transfer during this period.
- 2) A Member eligible to participate and vote at the 25<sup>th</sup> 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 any Proxy Form duly filled in affixing a 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 a.m.** The shareholders are requested to joining the AGM through web link, the detailed process for joining the meeting will also be available in the Bank's website: **www.bcblbd.com**.
- 4) Annual Report-2022 along with Notice and Proxy Form of 25<sup>th</sup> Annual General Meeting will be sent to the registered address of all respective shareholders and the same would also be uploaded on 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** of the Bank or contact with Board Division of the Registered Office (Contact No. **0961-322-1070** or **02-223355704**).
- 5) Respected Shareholders are requested to inform us **regarding change of their address** (if any) to the Board Division of the Registered Office of BCBL on or before **sending Annual Report**.

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