

ESQUIRE KNIT COMPOSITE LIMITED

Esquire Tower, 21, Shaheed Tajuddin Ahmed Sarani, Tejgaon Industrial Area, Tejgaon, Dhaka

NOTICE OF THE TWENTY-FIRST ANNUAL GENERAL MEETING

Notice is hereby given that the 21st Annual General Meeting of the Shareholders of **Esquire Knit Composite Limited** will be held virtually by using Digital Platform on Wednesday, the 26th January 2022 at 11:00a.m. (Dhaka time) to transact the following business:

1. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 30th June 2021 together with reports of the Auditors' and the Directors' thereon.
2. To declare 15% (fifteen Percent) cash dividend.
3. To elect/re-elect Directors in terms of the relevant provision of Articles of Association.
4. To appoint Auditors for the year 2021-2022 and fix their remuneration.
5. To appoint Corporate Governance Compliance Auditor for the year 2021-2022 and fix their remuneration.
6. To transact any other business with permission of the Chair.

All Shareholders of the Company are requested to kindly attend the Meeting accordingly.

Dated: Dhaka.
30th October 2021

By order of the Board

Sd/-

Md. Monir Hossain
Company Secretary

Notes:

1. The '**Record Date**' of the Company shall be on Sunday, **5th December 2021**. The shareholders whose names will appear in the Share Register of the Company or in the Depository Register on the '**Record Date**' i.e., 5th December 2021, will be entitled to attend at the Annual General Meeting.
2. A Member entitled to attend and vote at the Annual General Meeting may appoint a Proxy to attend and vote in his/her stead. The proxy form duly stamped valuing Tk. 20/- must be deposited at the Registered Office of the Company not later than 48 hours before the time fixed for the meeting.
3. Annual Report for the year 2020-2021 will be sent through e-mail address of the Shareholders and will be available in the Website of the Company at: WWW.esquireknit.com.
4. The Shareholders will join the Virtual Annual General Meeting through the link <https://esquireknit.bdvirtualagm.com>. The Shareholders will be able to submit their questions/comments and vote electronically 1 (one) hour before commencement of the AGM and also during the AGM. For logging in to the system, the Shareholders need to put their 16-digit Beneficial Owner (BO) ID/Folio Number and other credential as proof by visiting the said link.
5. Members whose Name, TIN, Bank Account Number, e-mail addresses and mobile number have not been updated/changed in the meantime, are requested to update the same.
6. The concerned Brokerage House/DPs are requested to provide us the statement (both of the hard & soft copy) on or before 21st December 2021 with detail of their margin loan holders entitled to Dividend for the year ended on 30th June 2021.
7. We encourage the members to log into the system prior to the meeting start time. Please allow ample time to login and establish your connectivity. For any IT related guideline, Shareholders may contact vide Mobile Number +8801713-335876 or e-mail: cs@esquire.com.bd.
8. In compliance with the circular No. SEC/CMRRCD/2009-193/154 dated 24 October 2013 issued by BSEC, no benefit in cash or kind shall offered to the members during the Annual General Meeting.