

NOTICE OF THE 25TH ANNUAL GENERAL MEETING

NOTICE is hereby given to all the Members of Eastern Bank Limited (EBL) that the 25th Annual General Meeting (AGM) of the Company (EBL) will be held on Thursday 27 April 2017 at 10.30 AM at Spectra Convention Centre Limited (SCCL), King's & Green Hall (Ground Floor), House # 19, Road # 7, Gulshan-1, Dhaka-1212 to transact the following Agenda:

AGENDA

- 01. To receive, consider and adopt the Profit & Loss Account of the Company for the year ended 31 December, 2016 and the Balance Sheet as at that date together with the Reports of the Auditors and the Directors thereon.**
- 02. To declare the Dividend for the year ended 31 December, 2016 as recommended by the Board of Directors.**
- 03. To elect Directors.**
- 04. To appoint the Auditors of the Company for the term until the next Annual General Meeting and to fix their remuneration.**

By order of the Board of Directors

**Dated: Dhaka
22 March 2017**



Safiar Rahman, FCS
DMD & Company Secretary

NOTES:

- The Board of Directors recommended for payment of **20% (Twenty Percent) Cash Dividend and issuance of 5% (Five Percent) Stock Dividend (Bonus Shares)** on the profit of the Bank as at the close of business on 31 December 2016.
- The '**Record Date**' in lieu of Book Closure will be on **Tuesday, 11 April 2017**. The Shareholders whose names would appear in the Register of Members of the Company and/or in the Depository on the '**Record Date**' (11 April 2017) will be eligible to attend the 25th AGM and entitled to the Dividends as mentioned above.
- A Member eligible to attend the Annual General Meeting (AGM) is entitled to appoint a Proxy to attend and vote on his/her behalf. The Proxy may not be a Member of the Company. Forms of Proxy, duly stamped, must be deposited at the Registered Office of the Company at least **48 hours** before the time fixed for the Meeting.
- Annual Report, Attendance Slip and Proxy Form along with the Notice are being sent to all the Members by Post/Courier Service. The Members may also collect the Proxy Form from the Registered Office of the Company (EBL).
- Hon'ble Members are requested to update their respective BO Accounts with Taxpayer's Identification Number (e-TIN) through Depository Participant (DP) latest by 10 April 2017, failing which Income Tax at Source will be deducted from payable Dividend @ 15% (Fifteen Percent) instead of @ 10% (Ten Percent) as per amended IT Ordinance-1984 under Section 54.**
- Hon'ble Members are also requested to update their Bank Account (s) Number, Address, Cell No and E-mail Address through Depository Participant (DP) latest by 10 April 2017.**
- No Gift/Gift Coupon/Food Box etc. to be distributed at the 25th AGM**, in Compliance with the Bangladesh Securities and Exchange Commission's (BSEC) Circular No. SEC/CMRRCD/2009-193/154 dated 24 October 2013 and Regulation 24 (2) of the Listing Regulations, 2015 of both the Stock Exchanges (DSE & CSE).