



# RAK Ceramics (Bangladesh) Limited

RAK Tower (7<sup>th</sup>, 8<sup>th</sup> & 9<sup>th</sup> Floor), Plot # 1/A, Jasimuddin Avenue,  
Sector # 3, Uttara Model Town, Dhaka-1230

## **NOTICE OF THE 15th ANNUAL GENERAL MEETING**

Notice is hereby given that the 15th Annual General Meeting of RAK Ceramics (Bangladesh) Limited will be held on Wednesday, April 02, 2014 at 10:00 a.m. at Bashundhara Convention Center, Block # C, Umme Kulsum Road, Bashundhara R/A, Dhaka- 1229, Bangladesh to transact the following businesses:

### **AGENDA:**

1. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended 31 December 2013 together with the reports of the Auditor and the Directors.
2. To declare dividend for the year ended 31 December 2013.
3. To elect/re-elect Director(s) of the Company.
4. To re-appoint the Managing Director of the Company.
5. To appoint the Auditors for the year 2014 and fix their remuneration.

By order of the Board of Directors

Sd/-

**(Muhammad Shahidul Islam ACS)**

Company Secretary

Dhaka, Bangladesh  
March 11, 2014

### **Notes:**

1. The Members whose name appeared in the Share Register of the Company or in the Depository Register on the 'Record Date' (i.e. February 13, 2014) will be entitled to attend the meeting and receive the dividend.
2. The Board unanimously recommended cash dividend 15% percent and stock dividend 10% percent of the paid-up capital of the Company.
3. A member entitled to attend and vote at the Annual General Meeting may appoint a proxy to attend and vote in his/her behalf (such proxy shall be a shareholder of the Company). The Proxy Form, duly filled and stamped, must be deposited at the Registered Office of the Company not later than 48 hours before the time fixed for the meeting.
4. Admission to the meeting will be strictly on production of the attendance slip attached with the Annual Report.
5. Members are requested to submit to the Registered Office of the Company on or before March 31, 2014, their written option to receive dividend in the form enclosed with the Annual Report. If the Members fail to submit such option within the stipulated time, the dividend will be paid off as deemed appropriate by the Company.
6. In case of non-receipt of the Annual Report of the Company sent through courier, Members may collect the same from the Registered Office of the Company on or before March 31, 2014. No additional Annual Report will be distributed in the AGM venue.

**Members may please note that no food or gift or benefit in cash or kind shall be given at the Annual General Meeting.**