

# CRESCENT COTTON MILLS LIMITED

## NOTICE OF ANNUAL GENERAL MEETING



Notice is hereby given that the 59th Annual General Meeting of the shareholders of the Company will be held on Saturday the 28th October, 2017 at 9.30 a.m. at Registered Office of the Company New Lahore Road, Nishatabad, Faisalabad to transact the following business:

1. To approve, as recommended by the Directors the issuance of Bonus shares in the proportion of 6 bonus shares for every 100 ordinary shares held (i.e. 6%).
2. To receive, consider and adopt Annual Audited Financial Statements of the Company for the year ended June 30, 2017 together with the Directors' and Auditors' Reports thereon.
3. To appoint External Auditors and fix their remuneration.
4. To transact any other business with the permission of the chair.

### REGISTERED OFFICE:

Crescent Cotton Mills Limited  
New Lahore Road, Nishatabad,  
Faisalabad: Phone No. 8752111-13  
Fax No. 8750366  
Dated: October 04, 2017

**On Behalf Of The Board**  
**(Sami Ullah Ch.)**  
**Company Secretary**

### NOTES:

1. The Share Transfer Books of the Company will remain closed from October 21, 2017 to October 28, 2017 (both days inclusive) and Cash Dividend if approved, will be issued to such members whose names appear in the Company's Register of Members by the close of business on October 19, 2017. Transfers received at the Registered Office, New Lahore Road, Nishatabad, Faisalabad at the close of business on October 20, 2017 will be treated in time for the entitlement of bonus shares.
2. A member entitled to attend and vote at this meeting may appoint any other member as his/her proxy to attend and vote instead of him/her. A Proxy must be a member of the Company
3. The instrument appointing a proxy and the power of attorney or other authority under which it is signed or a notarially attested copy of the power of attorney must be deposited at the Registered Office of the Company at least 48 hours before the time of the meeting.
4. CDC account holders will further have to follow the under mentioned guidelines as laid down in Circular No.1 dated January 26, 2000 of the Securities and Exchange Commission of Pakistan:
  - a. **For attending the meeting:**
    - i). In case of individuals, the account holder or sub-account holder and/or the person whose securities are in group account; and their registration details are uploaded as per the Regulations, shall authenticate his identity by showing his original National Identity Card (NIC) or original passport at the time of attending the meeting. The shareholders registered on CDC are also requested to bring their Participants I.D. numbers and account numbers in CDC.
    - ii) In case of corporate entity, the Board of Directors' resolution/power of attorney with specimen signature of the nominee shall be produced (unless it has been provided earlier) at the time of meeting.
  - b. **For appointing proxies**
    - i). In case of individuals, the account holder or sub-account holder and/or the person whose securities are in group account; and their registration details are uploaded as per the Regulations, shall submit the proxy form as per the above requirement.
    - ii). The proxy form shall be witnessed by two persons whose names and NIC Nos. shall be mentioned on the form.
    - iii). Attested Copies of NIC or the passport of the beneficial owners and the proxy shall be furnished with the proxy form.
    - iv). The proxy shall produce his original NIC or original passport at the time of the meeting.
    - v). In case of corporate entity, the Board of Directors' resolution/power of attorney with specimen signature of the nominee shall be submitted (unless it has been provided earlier) alongwith proxy form to the Company.
5. **Computerized National Identity Card (CNIC) / National Tax Number (NTN):**

CNIC or NTN of the shareholders is mandatory in terms of the directive of the Securities and Exchange Commission of Pakistan contained in S.R.O. 831(1)/2012 dated July 5, 2012 for the issuance of future dividend warrants etc., and in the absence of such information, payment of dividend may be withheld in term of SECP's above mentioned directive. Therefore, the shareholders who have not yet provided their CNICs or NTN are once again advised to provide the attested copies of their CNICs or NTN (if not already provided) directly to our Independent Share Registrar without any further delay.
6. **Dividend Mandate**

Section 242 of Companies Act, 2017 and Circular No. 18/2017 dated August 01, 2017 issued by Securities and Exchange Commission of Pakistan (SECP) has directed all listed companies to pay dividend only through electronic mode directly into the bank accounts designated by the entitled shareholders with effect from November 01, 2017.

In view of above, you are advised to provide your complete bank account/IBAN detail as per format given below to our share Registrar M/s. Vision Consulting Limited, 3-C, LDA Flats, Lawrence Road, Lahore (in case CDC accountholders/Sub accountholder, please provide said details to respective member Stock Exchange) enabling us to comply with above Section/Circular.

**Dividend Mandate Detail**

Folio Number	
Name of Shareholder	
Title of Bank Account	
Bank Account Number (Complete)	
Bank's Name, Branch Name, Code and Address	
Cell Number	
Landline number, if any	
CNIC Number (also attach copy)	

It is stated that the above mentioned information is correct, that I will intimate the changes in the above mentioned information to the company and the concerned Share Registrar as soon as these occur.

**7. Transmission of Financial Statements to the Members through e-mail**

In pursuance of SECP notification S.R.O 787 (1)12014 dated September 08, 2014, the companies have been allowed to circulate their Annual Balance Sheet and Profit and Loss Account, Auditor's Report and Director's Report (Annual Financial. Statements) along with Notice of Annual General Meeting (Notice) through e-mail to the members of the company. Members desiring to avail this facility may provide the requisite Information to the Company. Members desiring to avail this facility may provide the requisite information to the company for which form may be downloaded from the Company's website: [www.crescentcotton.com](http://www.crescentcotton.com)

**8. Deduction of Income Tax from Dividend @ Revised Rates**

Pursuant to the provisions of Finance Act, 2017 effective 1 July 2017, deduction of income tax from dividend payments shall be made on the basis of filers and non-filers as follows:

Income Tax Return **Filer** **15.0%**

Income Tax Return **Non- Filer** **20.0%**

Income Tax will be deducted on the basis of Active Tax Payers List posted on the Federal Board of Revenue website. Members seeking exemption from deduction of income tax or are eligibility for deduction at reduce tax rate are requested to provide us valid tax certificate or documentary evidence as the case may be. The shareholders who have joint shareholdings held by Filers and Non-Filers shall be dealt with separately and in such particular situation, each account holder is to be treated as either a Filer or a Non-Filer and tax will be deducted according to his shareholding. If the share is not ascertainable then each account holder will be assumed to hold equal proportion of shares and the deduction will be made accordingly. Therefore, in order to avoid deduction of tax at a higher rate, the joint account holders are requested to provide the below details of their shareholding to the Share Registrar of the Company latest by the AGM date.