



Through PUCARS / Courier

October 04, 2019

**The General Manager**  
Pakistan Stock Exchange Limited  
Stock Exchange Building  
Stock Exchange Road  
Karachi-74000

Subject: **NOTICE OF 29<sup>th</sup> ANNUAL GENERAL MEETING**

Dear Sir,

We are pleased to enclose herewith a copy of the Notice of 29<sup>th</sup> Annual General Meeting of Reliance Weaving Mills Limited to be held on Monday, October 28, 2019 at 11:30 a.m. for circulation amongst the TRE Certificate Holders of the Exchange.

The aforementioned Notice would be published on October 7, 2019 in English and Urdu languages respectively in the Newspapers, having nation-wide circulation.

Yours sincerely,  
For Reliance Weaving Mills Limited

**Aftab Ahmed Qaiser**  
Company Secretary

CC: Director/HOD, Surveillance, Supervision and Enforcement Department  
Securities & Exchange Commission of Pakistan, NIC Building  
63 – Jinnah Avenue, Blue Area  
Islamabad

Encl.: As above



**NOTICE OF THE 29<sup>th</sup> ANNUAL GENERAL MEETING**

Notice is hereby given that the 29<sup>th</sup> Annual General Meeting of the shareholders of **RELiance WEAVING MILLS LIMITED** will be held on Monday, October 28, 2019, at 11:30 am at 2<sup>nd</sup> Floor, Trust Plaza, L.M.Q. Road, Multan, to transact the following business:

1. To confirm the minutes of the Annual General Meeting held on October 29, 2018.
2. To receive, consider and adopt the audited financial statements of the Company together with the Directors' and Auditors' Reports thereon for the year ended June 30, 2019.
3. To consider and approve final cash dividend for the year ended June 30, 2019 at PKR 3.50 share i.e. 35% as recommended by the Board of Directors.
4. To appoint Auditors for year ending June 30, 2020 and to fix their remuneration. The retiring Auditors, M/s. ShineWing Hameed Chaudhri, Chartered Accountants, being eligible, have offered themselves for re-appointment.
5. To transact any other business with the permission of Chair.

Place: Multan

Dated: October 7, 2019

By order of the Board

  
Aftab Ahmed Qaiser  
Company Secretary

**NOTES:**

1. The Share Transfer Books will remain closed from October 22, 2019 to October 28, 2019 (both days inclusive). Transfers received in order at the office of our Shares Registrar, M/s. CDC Share Registrar Services Limited, CDC House, 99-B, Block 'B', S.M.C.H.S., Main Shahrah-e-Faisal, Karachi-74400, by the close of the business on October 21, 2019 will be treated in time for the purpose of above entitlement of 35% final cash dividend.
2. A member entitled to attend and vote may appoint another member as his/her proxy to attend and vote instead of him/her.
3. An individual beneficial owner of shares from CDC must bring his/her original CNIC or Passport, Account and Participant's ID numbers to prove his/her identity. A representative of corporate members from CDC must bring the Board of Directors' Resolution and/or Power of Attorney and specimen signatures of the nominee.





4. The members are requested to notify the change of address, Zakat Declaration and Tax Exemption Status with its valid certificate, if any, immediately to our Shares Registrar.

5. **Withholding Tax on Dividends:**

Prevailing rates prescribed for deduction of withholding tax on the amount of dividend paid by the companies are as under:

- (a) For filers of income tax returns: @ 15%
- (b) For non-filers of income tax returns: @ 30%

To enable the Company to make tax deduction on the amount of cash dividend @ 15% instead of @ 30%, all the shareholders whose names are not entered into the Active Tax-payers List (ATL) provided on the website of FBR, despite the fact that they are filers are advised to make sure that their names are entered into ATL before the date of approval of the cash dividend; otherwise, tax on their cash dividend will be deducted @ 30% instead of @ 15%.

Withholding tax exemption from the dividend income shall only be allowed, if a copy of valid tax exemption certificate is made available to Company's Shares Registrar by close of business day as on October 21, 2019.

The shareholders who have joint shareholding 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 Shares Registrar of the Company latest by the AGM date.

Folio/CDC Account No.	Name of Shareholder	CNIC Number	Shareholding	Total Shares	Principal/Joint Shareholder
--------------------------	------------------------	----------------	--------------	-----------------	--------------------------------

For any further assistance, the members may contact our Shares Registrar or email at [Aftab.Qaiser@fatima-group.com](mailto:Aftab.Qaiser@fatima-group.com), [Kamran.Ahmad@fatima-group.com](mailto:Kamran.Ahmad@fatima-group.com).

The corporate shareholders having CDC accounts are required to have their National Tax Numbers (NTNs) updated with their respective participants, whereas corporate physical shareholders should send a copy of their NTN certificate to the Company or the Shares Registrar. The shareholders while sending NTN or NTN certificates, as the case may be, must quote Company name and their respective folio numbers.

to





6. **Payment of Cash Dividend through Electronic Mode:**

Under the provisions of Section 242 of the Companies Act, 2017, it is mandatory for a listed Company to pay cash dividend to its shareholders only through electronic mode directly into the bank designated by the entitled shareholders. In order to receive dividends directly into their bank account, shareholders are requested to provide their IBAN by filling the Electronic Credit Mandate Form provided in the Annual Report and send it duly signed along with a copy of CNIC to our Share Registrar, in case of physical shareholder. In case, shares are held in CDC, then Electronic Credit Mandate Form must be submitted directly to shareholder's broker/participant/CDC account services.

7. **Consent for Video Conference Facility:**

Pursuant to the provisions of the Companies Act, 2017, the shareholders residing in a city and holding at least 10% of the total paid up share capital may demand the Company to provide the facility of video-link for participating in the meeting. The demand for video-link facility shall be received by the Share Registrar at least seven (7) days prior to the date of the meeting as per the following format:

I/We, \_\_\_\_\_ of \_\_\_\_\_ being a member of Reliance Weaving Mills Limited, holder of \_\_\_\_\_ ordinary shares as per registered Folio Number \_\_\_\_\_ hereby opt for video conference facility at \_\_\_\_\_

**Signature of Member**

8. **E-Voting:**

Members can exercise their right to poll subject to meeting of requirement of Section 143-145 of the Companies Act, 2017 and applicable clauses of Companies (Postal Ballot) Regulations, 2018.

9. **Dissemination of Annual Audited Accounts and Notice of Annual General Meeting:**

The Company shall place the financial statements and reports on the Company's website at least twenty one (21) days prior to the date of the Annual General Meeting.

Further, this is to inform that in accordance with SRO 470(I)/2016 dated May 31, 2016, through which SECP has allowed companies to circulate the annual audited accounts to its members through CD/DVD/USB instead of transmitting the hard copies at their registered addresses. Accordingly, Annual Report of the Company for the year ended June 30, 2019 is dispatched to the shareholders through CD. However, if a shareholder requests for a hard copy of Annual Report, the same shall be provided free of cost within seven (7) days of receipt of such request. Further, in terms of SRO No. 787(I)/2014 dated September 8, 2014, shareholders can also opt to obtain annual balance sheet and profit and loss account, auditors' report and directors' report etc. along with the Notice of the Annual General Meeting through email. For this purpose, we hereby give you the opportunity to send us your written request along with your valid email Id to provide you the same.