



Grays Leasing Limited

GRAYS LEASING LIMITED

NOTICE OF THE 24TH ANNUAL GENERAL MEETING

Notice is hereby given that the 24th Annual General Meeting of the Company will be held on October 28, 2019 at 10:00 am at registered office of the Company located at 701-A, 7th Floor, City Towers, Main Boulevard, Gulberg - II, Lahore to transact the following business:

Ordinary Business

- 1 To confirm the minutes of the 23th Annual General Meeting held on October 25, 2018.
- 2 To receive, consider and adopt the audited financial statements of the company for the year ended June 30, 2019 together with the Directors' and Auditors' reports thereon
- 3 To appoint auditors for the year 2019-2020 and to fix their remuneration. The present auditor Messrs Riaz Ahmed & Company (Chartered Accountants) has retired. The audit committee and Board of Directors have recommended Messrs HLB Ijaz Tabassum & Company, (Chartered Accountants), for the year ending 30th June, 2020.
- 4 To transact any other business with the permission of the chair.

BY ORDER OF THE BOARD

Muhammad Adil Munir
(COMPANY SECRETARY)

Lahore: October 7, 2019

NOTES:

- a. The Share Transfer Books of the Company will remain closed from October 22, 2019 to October 28, 2019 (both days inclusive). Physical transfers / CDS Transaction Ids must be received at our Registrar M/s. Corptec Associates (pvt) Limited, 503 – E Johar Town Lahore, up to the close of business on October 21, 2019 will be considered in time for determination of entitlement of shareholders to attend and vote at the meeting.
- b. 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. The instrument appointing a proxy and the power of attorney or other authority under which it is signed or a naturally attested copy of the power of attorney must be submitted at registered office of the Company at least 48 hours before the time of the meeting.
- c. Any individual Beneficial Owner of CDC, entitled to attend and vote at this meeting , must bring his/her original CNIC or passport, Accounts and Participants', ID Numbers to prove his/her identity, and in case of proxy it must enclose an attested copy of his/her CNIC or passport. Representatives of corporate members should bring the usual documents required for such purpose.
- d. Shareholders are requested to immediately notify change in address, if any to the company Share Registrar M/s. Corptec Associates (pvt) Limited, 503 – E Johar Town Lahore. And also furnish attested photocopy of their CNIC as per listing Regulation, if not provided earlier.