

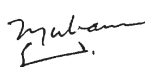
Notice of the 19th Annual General Meeting

Notice is hereby given that the Nineteenth Annual General Meeting of the shareholders of SME Leasing Limited (the Company) will be held at Hotel Crown Plaza, Islamabad on Tuesday, April 27, 2021 at 09:30 am to transact the following business:

ORDINARY BUSINESS.

1. To confirm the minutes of the 18th Annual General Meeting of the Company held on June 29, 2020.
2. To receive, consider and adopt the audited Financial Statements of the Company for the year ended December 31, 2020 together with the Directors' and Auditors' Reports thereon.
3. To appoint Auditors of the Company for the year ending December 31, 2021 and fix their remuneration. The Board of Directors has recommended appointment of M/s. BDO Ebrahim & Co, Chartered Accountants as auditors of the Company, for the year ending December 31, 2021.
4. To transact any other business with the permission of the Chair.

By Order of the Board



M. Shahzad
Company Secretary

Karachi: March 04, 2021

Notes:

1. The Register of the members of the Company will remain closed from April 21, 2021 to April 27, 2021 (both days inclusive).
2. In view of the current situation due to COVID-19 and in line with the directions issued to listed companies by the SECP, vide its circular No. 4 of 2021 dated February 15, 2021 and subsequent circular No. 6 of 2021 dated March 3, 2021, the Company has made special arrangements for attending the AGM through electronic means.

The entitled shareholders (whose name appeared in the Books of the Company by close of business on April 21, 2021 interested in attending the AGM through electronic means are requested to get themselves registered with the Company Secretary Office at least 48 hours before the holding of AGM at 19agm@smelease.com by providing the following:

Name of shareholder	CNIC No.	Folio / CDS No.	Cell No.	Email address
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Login facility will be opened thirty minutes before the meeting time to enable the participants to join the meeting after identification process. Shareholders will be able to login and participate in the AGM proceedings through their devices after completing all the formalities required for identification and verification of the shareholders.

The entitled shareholders may send their comments and suggestions relating to the agenda items of the AGM to the Company Secretary office at least two working days before the AGM, at above mentioned email address. Shareholder are required to mention their full name, CNIC No. and Folio / CDS No. for this purpose.

3. A member entitled to attend and vote at the meeting may appoint another member as his / her proxy to attend, speak and vote at the meeting on his / her behalf. The proxy form must be deposited at the Main office of the Company situated at 304, 3rd Floor, Business Arcade, Shakra-e-Faisal, and Karachi not later than 48 hours before the time of the meeting.
4. For attending the meeting and appointing proxies, CDC account holders will further have to follow the guidelines as laid down in Circular No. 1 of 2000 dated January 26, 2000 issued by the SECP. The rights of members and their proxies exercisable during meetings and all other relevant information are listed in section 137 of the Companies Act, 2017.
5. Shareholders are requested to notify the change of their address, if any, to the share Registrar of the Company.
6. The annual report 2020 has been dispatched at the registered address of all the members. For future, as allowed under SECP Notification S.R.O.787(1)/2014, the annual report will be dispatched at the email address of those members who have provided their email address and consent to receive the annual report electronically. For this purpose, a standard request form is available at the company's web site www.smelease.com.



President urges ulema, mashaikh to convince masses to get vaccinated
- Page 02

'To imagine is everything, to know is nothing at all'

- Anatole France

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- Page 12

Founded by: ZAHID MALIK (Sitara-i-Imtiaz)



SME Leasing Limited

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ایس ایم ای ییز کے اجلاس

اطلاع برائے 19 وال سالانہ اجلاس عام

بذریعہ نوٹس بڑا مطلع کیا جاتا ہے کہ SME یونٹنگ لیڈنگ (کمپنی) کا ایسوسیاٹ (19th) سالانہ اجلاس عام بروز منگل، 27 اپریل، 2021 کو یونٹنگ صبح 09:30 بجے ہول کراؤن پلازہ، اسلام آباد میں منعقد ہوگا جس میں درج ذیل کارروائی عمل میں لائی جائیگی:

عمومی امور:

- 1- کمپنی کے 18 ویں سالانہ اجلاس عام منعقدہ 29 جون، 2020 کی کارروائی کی توثیق۔
- 2- 31 دسمبر، 2020 کو ختم ہونے والے سال کے لئے کمپنی کے آڈٹ شدہ حسابات مع ڈائریکٹرز اور آڈیٹرز کی رپورٹ کی وصولی و غور و خوض اور اختیار کرنا۔
- 3- 31 دسمبر، 2021 کو ختم ہونے والے سال کے لئے آڈیٹرز کی تقرری اور ان کے معاوضے کا تعین۔ بورڈ آف ڈائریکٹرز کی جانب سے 31 دسمبر، 2021 کو ختم ہونے والے سال کے لئے ممبرز BDO ابراہیم اینڈ کو، پارٹنرز اکاؤنٹنٹس کی بحیثیت کمپنی آڈیٹرز تقرری کی سفارش کی گئی ہے۔
- 4- صدر مجلس کی اجازت سے دیگر عمومی کارروائی انجام دینا۔

حسب اہم بورڈ

کسٹنی سیکریٹری

کراچی: 04 مارچ، 2021

نوٹس:

- 1- کمپنی کے ممبران کا رجسٹر 21 اپریل، 2021 تا 27 اپریل، 2021 (بشمول دونوں ایام) بند رہے گا۔
 - 2- حالیہ COVID-19 کی صورتحال کے پیش نظر اور SECP کی جانب سے جاری کردہ سرکلر نمبر 4 برائے 2021، مورخہ 15 فروری 2021 اور بعد کے سرکلر نمبر 6 برائے 2021، مورخہ 3 مارچ 2021 کی روشنی میں کمپنی نے سالانہ اجلاس عام میں الیکٹرونک ذرائع سے شرکت کا خصوصی اہتمام کیا ہے۔
- اہل شیئر ہولڈرز جن کا نام مورخہ 21 اپریل 2021 کو کاروبار کے خاتمے تک کمپنی کی بک میں شامل ہیں انہیں سالانہ اجلاس عام میں الیکٹرونک ذرائع سے شرکت کیلئے سالانہ اجلاس عام کے انعقاد سے 48 گھنٹے قبل خود کو کمپنی سیکریٹری آفس میں رجسٹر کرنا ہوگا اور 19agm@smelease.com پر درج ذیل معلومات فراہم کریں:

شیئر ہولڈرز کا نام | قومی شناختی کارڈ نمبر | فوٹو/ایڈریس | نمبر | موبائل (Cell) نمبر | ای میل ایڈریس

مینٹنگ کے وقت سے قبل لاگ ان کی سہولت صرف تیس منٹ کیلئے کھولی جائے گی۔ شرکاء شناخت کا مکمل عمل ہونے کے بعد مینٹنگ میں شرکت کے اہل ہوں گے۔ شیئر ہولڈرز سالانہ اجلاس عام کی کارروائی میں شرکت کیلئے اپنے ڈیوائس کے ذریعے اپنی شناخت اور تصدیق کی تمام کارروائی مکمل ہونے کے بعد لاگ ان کرنے اور شرکت کے قابل ہوں گے۔

شیئر ہولڈرز ایجنڈے کے آن لائن کیلئے اپنی رائے اور تجاویز سالانہ اجلاس عام سے دو گارہ پارٹی ایام سے قبل کمپنی سیکریٹری کو درج ذیل ای میل ایڈریس پر ارسال کر دیں۔ شیئر ہولڈرز کو اپنا پورا نام قومی شناختی کارڈ نمبر اور فوٹو ایڈریس CDS نمبر ایس مفہد کیلئے تانا ہوگا۔

3- سالانہ اجلاس عام میں شرکت اور رائے دہی کا اہل ممبر اپنی جانب سے شرکت کرنے اور رائے دہی کیلئے پراکسی مقرر کر سکتا ہے۔ پراکسی فارم اجلاس کے انعقاد سے کم از کم 48 گھنٹے قبل کمپنی کے سٹن آفس واقع آئی بی ایس 304، بھڑنگو، پریس آرکائیو، شارع فیصل، کراچی پر موصول ہوجائیں۔

4- مینٹنگ میں شرکت اور پراکسی کی تقرری کیلئے CDC کا ڈسٹ ہولڈرز کو SECP کی جانب سے جاری کردہ سرکلر نمبر 1 برائے 2000، مورخہ 26 جنوری 2000 میں موجود گائڈ لائنز پر عمل کرنا ہوگا۔ ممبرز اور ان کی پراکسی کے حقوق مینٹنگ کے دوران قابل عمل بنائے گئے ہیں اور دیگر متعلقہ معلومات پھیٹرا ایکٹ 2017 کے سیکشن 137 اسٹ کی ہیں۔

5- حصص یافتگان سے درخواست ہے کہ اپنے پتہ میں کسی بھی طرح کی تبدیلی، اگر ہے کی صورت میں کمپنی کے شیئر رجسٹرار کو مطلع کریں۔

6- سالانہ رپورٹ 2020 تمام ممبران کو ان کے رجسٹرڈ پتوں پر ارسال کر دی گئی ہے۔ مستقبل میں جیہا کہ SECP نوٹیفیکیشن 2014 (S.R.O. 787) کے تحت اجازت دی گئی ہے، سالانہ رپورٹ ان ممبران کے ای میل پتے پر ارسال کی جائے گی جنہوں نے اپنے ایڈریس فراہم کئے ہیں اور ای میل کے ذریعے سالانہ رپورٹ کی وصولی پر آمادگی ظاہر کی ہے۔ اس مفہد کے لئے مطلوبہ درخواست فارم کمپنی کی ویب سائٹ www.smelease.com پر دستیاب ہے۔