

October 18, 2023

The General Manager
Pakistan Stock Exchange Limited
Stock Exchange Building,
Stock Exchange Road
Karachi.

Dear Sir,

Publication of Postal Ballot and Provision of Electronic Voting

In continuation of the Notice of Annual General Meeting of Pak-Gulf Leasing Company Limited (the Company) to be held on October 26, 2023 published in the newspapers on October 04, 2023, please find enclosed a copy of the notice of e-voting and ballot paper, as required under Regulation 8 of the Companies (Postal Ballot) Regulations, 2018, to be published on October 19, 2023 in one English and Urdu newspapers having nationwide circulation, namely Business Recorder and Nawa-e-Waqt, respectively.

In compliance with Regulation 4 of the Companies (Postal Ballot) Regulation 2018, the electronic voting facility will be available to eligible members of the Company in line with applicable laws and guidelines.

You may please inform the TRE Certificate Holders of the Exchange accordingly.

Thanking you.

Yours Sincerely,
For and on Behalf of
Pak-Gulf Leasing Company Limited


Company Secretary

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



Pak-Gulf Leasing Company Limited

E-VOTING AND POSTAL BALLOT

This is continuation of AGM Notice published on October 04, 2023

E-Voting

Detail of the e-voting facility will be shared through email to members having valid CNIC number, cell number and email addresses available in the register of members of the Company by the close of business of October 19, 2023. Login details will be communicated by the Registrar, M/s THK Associates (Pvt.) Limited via email. E-voting will start from 9:00 am on October 22, 2023 and shall close on October 25, 2023 at 5:00 pm.

Postal Ballot

Ballot paper for voting through post for the Special Business at the Annual General Meeting to be held on Thursday, October 26, 2023 at 04:30 P.M. at the UNIBRO House, Ground and Mezzanine Floor, Plot No.114, 9th East Street, Phase 1, DHA, Karachi-75500 and through video conferencing.

Contact Details of the Chairman at which the duly filled in ballot paper may be sent:

Address: The Chairman, Pak-Gulf Leasing Company Limited, the UNIBRO House, Ground and Mezzanine Floor, Plot No.114, 9th East Street, Phase 1, DHA, Karachi-75500.

Attention of the Company Secretary

E-mail address: companysecretary@pakgulfeasing.com

Phone: +92-21-35820301, 35820965-6, 35824401, 35375985

Website: www.pakgulfeasing.com

Folio / CDS Account Number	
Name of Shareholder / Proxy Holder	
Registered Address	
Number of shares Held	
CNIC/Passport No. (in case of foreigner) (copy to be attached)	
Additional information and enclosures (in case of representative of body corporate, corporation, and federal Government)	
Name and CNIC of the Authorized Signatory	

Instructions For Poll

- Please indicate your vote by ticking (✓) the relevant box.
- In case if both the boxes are marked as (✓), you poll shall be treated as "Rejected".

I/we hereby exercise my/our vote in respect of the following special resolution through postal ballot by conveying my/our assent or dissent to the resolution by placing tick (✓)

Agenda / Description of Special Resolution	I/We assent to the Resolution (FOR)	I/We dissent to the Resolution (AGAINST)
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Agenda Item No. 4:

To consider and, if deemed fit, to pass, the following resolutions, in pursuance of S.R.O.389(I)/2023 dated March 21, 2023 of the Securities and Exchange Commission of Pakistan to authorize the Company to circulate the annual audited financial statements to its members through QR enabled code and Weblink with or without modification, addition(s) or deletion(s).

Resolved that the approval of the members of Pak-Gulf Leasing Company Limited (the "Company") be and is hereby accorded for transmission of Annual Reports including Annual Audited Financial Statements to the members for future years through QR enabled code and Weblink instead of transmitting the same through CD/DVD/USB, as allowed Securities and Exchange Commission of Pakistan vide its S.R.O. 389(I)/2023 dated March 21, 2023.

Resolved further that the Chief Executive Officer and/or Company Secretary of the Company be and are hereby singly authorized to do all acts, deeds and things, take or cause to be taken all necessary actions to comply with all legal formalities and requirements and file necessary documents as many be necessary or incidental for the purposes of implementing this resolution.

- Duly filled ballot paper should be sent to the Chairman of **Pak-Gulf Leasing Company Limited**, the UNIBRO House, Ground and Mezzanine Floor, Plot No.114, 9th East Street, Phase 1, DHA, Karachi-75500 Attention of the Company Secretary, or email at companysecretary@pakgulfeasing.com.
- Ballot paper should reach the Chairman within business hours by or before **October 25, 2023**. Any postal ballot received after this date, will not be considered for voting.
- Copy of CNIC/ Passport (in case of foreigner) should be enclosed with the postal ballot form.
- Signature on ballot paper should match with signature on CNIC/ Passport (in case of foreigner).
- In case of a representative of a body corporate, corporation or Federal Government, the Ballot Paper Form must be accompanied by a copy of the CNIC of an authorized person, an attested copy of Board Resolution, / Power of Attorney, / Authorization Letter etc., in accordance with Section(s) 138 or 139 of the Companies Act, 2017 as applicable. In the case of foreign body corporate etc., all documents must be attested by the Counsel General of Pakistan having jurisdiction over the member.
- Incomplete, unsigned, incorrect, defaced, torn, mutilated, over written poll paper will be rejected.
- Ballot Paper form has also been placed on the website of the company at: www.pakgulfeasing.com. Members may download the ballot paper from the website or use an original/photocopy published in newspapers.

Shareholder / Proxy holder Signature / Authorized Signatory

Place: _____

Date: _____

(In case of corporate entity, please affix company stamp)