

Maple Leaf Cement Factory Limited



42-Lawrence Road, Lahore (PAKISTAN)
Phones: 042-36278904-5 Fax: 042-36368721

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

PUCARS/ Courier
MLCF/PSX-4/38
February 23, 2018

NOTICE OF BOOK CLOSURE FOR INTERIM CASH DIVIDEND

Dear Sir,

As we have already notified on account of decision of the Board of Directors in their meeting held on **February 15, 2018** towards interim cash dividend at Rs. 1.50 per share of Rs. 10/- each (15%) for the period ended December 31, 2017 & book closure dates from **March 14, 2018 to March 21, 2018** (both days inclusive) in order to determine entitlement for payment of interim cash dividend to those shareholders of the Company whose names shall appear in the Members' Register as on **March 13, 2018**.

In accordance with the Listing Regulations of Pakistan Stock Exchange Limited, we are sending herewith copies of the Notices towards closure of Share Transfer Books of the Company for your record which are being published in daily newspapers namely, Nawa-e-Waqt and Business Recorder.

Yours faithfully,
For Maple Leaf Cement Factory Ltd


(Muhammad Ashraf)
Company Secretary

Encl. As above



MAPLE LEAF CEMENT FACTORY LIMITED

**Registered Office: 42-Lawrence Road, Lahore
Ph # 042-36278904-05, Fax # 36368721**

KMLG
Kohinoor Maple Leaf Group

NOTICE OF BOOK CLOSURE FOR INTERIM CASH DIVIDEND

It is hereby notified that the Board of Directors of Maple Leaf Cement Factory Limited (the "Company") in its meeting held on February 15, 2018 has recommended interim cash dividend at Rs. 1.50 per share of Rs. 10/- each (15%) for the year ending on June 30, 2018.

Share Transfer Books of the Company will remain closed from **March 14, 2018 to March 21, 2018** (both days inclusive) in order to determine entitlement for payment of interim cash dividend to those shareholders of the Company whose names shall appear in the Members' Register as on **March 13, 2018**. Physical transfers/CDS Transaction IDs received in order at Share Registrar, M/s. Vision Consulting Ltd, 3-C, LDA Flats, Lawrence Road, Lahore upto the close of business on **March 13, 2018** will be considered in time for payment of interim cash dividend.

By Order of the Board
(Muhammad Ashraf)
Company Secretary

Lahore: **February __, 2018**

Notes:

Shareholders are requested to notify / submit the following information & documents, in case of book entry securities in CDS to their respective CDS participants and in case of physical shares to our Share Registrar, if not earlier provided / notified:-

- a. Change in their addresses;
- b. Pursuant to requirement of Section 242 of the Companies Act, 2017, any dividend payable in cash declared by a listed company shall only be paid through electronic mode directly into the bank account designated by the entitled shareholder. Accordingly, shareholders who have not yet provided their International Bank Account Number (IBAN) details are requested to furnish the same on priority basis. In case of non-submission of IBAN, the Company will withhold the payment of dividends under the Companies (Distribution of Dividends) Regulations, 2017.
- c. In case of non-submission of valid & legible copy of CNIC, the Company will be unable to comply with SRO 831(I)/2012 dated July 05, 2012 of SECP and will be constrained under the Companies Act, 2017 to withhold the payment of dividend to such shareholders;
- d. Valid and legible copies of National Tax Number (NTN) or NTN Certificate(s) of corporate entities and must quote the company name and their respective folio numbers thereon while sending the copies to our Share Registrar;
- e. Pursuant to requirement of the Finance Act, 2017 effective July 01, 2017, the 'Filer' & 'Non-Filer' shareholders will pay tax on dividend income @15% and 20% respectively. Therefore, please ensure that their name(s) have been entered into Active Taxpayers List (ATL) provided on website www.fbr.gov.pk of the Federal Board of Revenue (FBR), despite the fact that the shareholder is a filer, before the payment date of interim cash dividend i.e. **March 31, 2018**, otherwise tax on cash dividend will be deducted @20% instead of 15%;
- f. As per clarification of FBR, each joint holder is to be treated individually as either a 'Filer' or 'Non-Filer' and tax will be deducted on the basis of shareholding notified by each joint holder. Accordingly, such shareholder(s) may notify in writing within 07 days from entitlement date i.e. **March 13, 2018** as per under format to our Share Registrar. If no notification is received to our Share Registrar, then it will be assumed that the shares are held in equal proportion by the principal shareholder and the joint holder(s);



[Handwritten signature]

Folio/CDC A/c. No.	Total Shares	Principal Shareholder		Joint Shareholder(s)		Signature(s)
		Name & CNIC #	Shareholding Proportion (No. of Shares)	Name & CNIC #	Shareholding Proportion (No. of Shares)	

- g. Valid income tax exemption certificate issued by the concerned Commissioner of Inland Revenue is to be furnished to the Company / Share Registrar in order to avail tax exemption u/s 150 of the Income Tax Ordinance 2001 (tax on dividend) where the statutory exemption under clause 47B of Part-IV of Second Schedule is available and want to avail exemption u/s 150 of the Ordinance, otherwise tax will be deducted under the provisions of laws;
- h. Members are requested to submit Notarized Declaration as per Zakat & Ushr Ordinance, 1980 for zakat exemption, if they want to claim exemption towards non-deduction of zakat on cash dividend.
- i. Pursuant to requirement of Section 244 of the Companies Act, 2017, shareholders who could not collect their cash dividends / physical shares are advised to contact at the Registered Office of the Company to collect / enquire about their unclaimed dividends or physical shares, if any;
- j. For any query / information, the shareholders may contact with the Company Secretary at the above Registered Office and / or Mr. Abdul Ghaffar Ghaffari of Share Registrar, Vision Consulting Ltd, 3-C, LDA Flats, Lawrence Road, Lahore, Ph. Nos. (042) 36283096-97.

