

## NOTICE OF THE 26<sup>TH</sup> ANNUAL GENERAL MEETING

Notice is hereby given that the 26<sup>th</sup> Annual General Meeting of the shareholders of the company Reliance weaving Mills Limited will be held at 2<sup>nd</sup> Floor Trust Plaza L.M.Q. Road Multan on October 31, 2016 at 11.30 hours to consider the following agenda:

1. To confirm the Minutes of the 25<sup>th</sup> (twenty fifth) Annual General Meeting held on October 31, 2015.
2. To receive, consider and approve the Audited Financial Statements of the Company together with the Directors' and Auditor's reports for the year ended October 31, 2016.
3. To approve the Cash Dividend @5% (Rs.0.5 per share) as recommended by the BOD for the year ended June 30, 2016.
4. To consider and approve if thought fit, the recommendations of Board of Directors for the new appointment of M/s Shine Wing Hameed Chaudhry & Co., Chartered Accountants, Lahore for the next financial year ending 30th June, 2017 in place of the retiring auditors M/s Deloitte Yousuf Adil Chartered Accountants Multan in view of the notice U/s 253(1) received from the shareholder of the company and to fix the remuneration of new auditors as mutually agreed upon.
5. To transact any other ordinary business of the Company with the permission of the Chair.

By the order of the Board

Aftab Ahmed Qaiser  
(Company Secretary)

Dated: 09.10.2016

Place: Multan

### NOTES

1. The Share Transfer Books of the company will remain closed from October 25, 2016 to October 31, 2016(both days inclusive). Shares received in order to our Registrar on following address during the office hours dated October 24, 2016 will be treated in time for the transfer.  
**CDC Share Registrar Service 307- 2<sup>nd</sup> Floor Upper Mall, Lahore**
2. A member eligible to attend and vote at the Meeting may appoint another member as his/her proxy to attend, and vote instead of him/her. Proxies in order to be effective must be received by the Company at the Registered Office not later than 48 hours before the time for holding the meeting in the working hours.
3. Any individual beneficial owner of C.D.C. entitled to attend and vote at this meeting must bring his/her identity and in case of proxy must enclose an attested copy of his / her National Identity Card (NIC) or Passport. Representatives of corporate members should bring the usual documents required for such purposes.
4. Members are requested to notify any changes in their addresses immediately.
5. The Government of Pakistan through Finance Act, 2014 has made certain amendments in section 150 of the Income Tax Ordinance, 2001 whereby different rates are prescribed for deduction of withholding tax on the amount of dividend paid by the companies. These tax rates are as under:
  - (i) For filers of income tax returns: 10%
  - (ii) For non-filers of income tax returns: 15%
6. To enable the company to make tax deduction on the amount of cash dividend @ 10% instead of 15%, all the members whose names are not entered in the active tax-payers list (ATL) provided on the website of Federal Board of Revenue (FBR), despite the fact that they are filers, are advised to make sure that their names are entered into ATL before October 24, 2016 otherwise tax on their cash dividend will be deducted @ 15% instead of 10%.
7. With reference to the Securities and Exchange Commission of Pakistan (SECP) Notifications SRO 779 (I) dated August 18, 2011, and SRO 831 (I) 2012 dated July 05, 2012, which mandates that the dividend warrants should bear CNIC number of the registered member or their authorized person, except in case of minor(s) and corporate members. All those individual members holding physical shares who have not yet recorded their CNIC No. are once again reminded to immediately submit the copy of their CNIC to Company's Share Registrar and Members while sending CNIC must quote their respective folio numbers.
8. The corporate members having CDC accounts are required to have their National Tax Number (NTN) updated with their respective participants, whereas corporate entities having physical shares should send a copy of their NTN certificate to Company's Share Registrar.
9. The corporate members while sending NTN or NTN certificates, as the case may be, must quote the company name and their respective folio numbers.
10. Annual accounts of the Company for the financial year ended have been provided on the Company's website - www.fatima-group.com.
11. Members are hereby informed that pursuant to SECP's S.R.O. 787(1)/2014 dated September 8, 2014 regarding electronic transmission of Annual Report and notice which falls in the ambit of sections 50, 158 and 233 of the Companies Ordinance 1984, we have attached the request form in the Annual Report and also uploaded on our Company's website.
12. Those members who want to avail this facility are requested to submit the request form duly filled to our Share Registrar
13. In pursuance to the directions given by SECP vide Circular No. 8(4)SM/CDC 2008 dated April 5, 2013 the members may authorize the Company to directly credit in their bank account the dividend declared in the annual general meeting. In view of that, you are hereby encouraged to provide a duly filled and signed dividend mandate for e-dividend facility. The dividend mandate form has been attached in the Annual Report.
14. Members having 10% or more shareholding can also avail video conferencing facility. The Members wish to avail such facility are requested to fill the following Form and submit to Registered address of the Company 10 days before holding of AGM.

#### Form

I/We \_\_\_\_\_ of \_\_\_\_\_ being member of Reliance Weaving Mills Ltd holder of \_\_\_\_\_ ordinary shares as per Register/Folio/CDC Account No. \_\_\_\_\_ hereby opt for video conference facility at \_\_\_\_\_.

Signature \_\_\_\_\_ CNIC/Passport No. \_\_\_\_\_