



SAIF TEXTILE MILLS LIMITED

3rd Floor, Kulsum Plaza, Blue Area, Islamabad, Pakistan, + (92 51) 2277670,
Fax: + (92 51) 2822564 | c.a@saifgroup.com | www.saiftextile.com

Ref # KTML(KSE/ISE)09-2015/

Dated October 9, 2015

1. ✓ The General Manager
Karachi Stock Exchange Limited
Stock Exchange Building,
Stock Exchange Road,
Karachi. Fax No: 111-573-329
2. ~~The General Manager
Lahore Stock Exchange Limited
19-Khayaban-e-Aiwan-e-Iqbal,
Lahore. Fax No:042-6368484-85~~
3. ~~The General Manager
Islamabad Stock Exchange Limited
ISE Towers, Jinnah Avenue, Blue Area
Islamabad. Fax No: 051-111-473-329~~

Subject: Notice of Annual General Meeting

Dear Sir,

Enclosed please find a copy of Notice of Annual General Meeting to be held on **Friday, October 30, 2015** at **12:00 Noon** for circulation amongst your members.

Thanking You,

Yours faithfully,
for SAIF TEXTILE MILLS LIMITED

(SABIR KHAN)
Company Secretary

Encl: As above



SAIF TEXTILE MILLS LIMITED

NOTICE OF 26TH ANNUAL GENERAL MEETING

NOTICE is hereby given that **26th Annual General Meeting** of the members of **M/s.Saif Textile Mills Limited** will Insha Allah be held at registered office of the Company, **APTMA House, Tehkal Payan, Jamrud Road, Peshawar** on **Friday, October 30, 2015** at **12:00 Noon** to transact the following business:

- 1) To confirm the minutes of last Extraordinary General Meeting held on March 3, 2015.
- 2) To receive, consider and adopt Annual Audited Financial Statements for the year ended June 30, 2015 together with the Directors' and Auditors' Reports thereon.
- 3) To appoint Auditors for the year 2015-2016 and fix their remuneration. The retiring auditors M/s. Hameed Chaudhri & Co., Chartered Accountants, being eligible offered themselves for re-appointment.
- 4) To transact any other business with the permission of the Chair.

BY ORDER OF THE BOARD

(SABIR KHAN)
Company Secretary

Place : **Peshawar**
Dated : **October 9, 2015**

NOTES:

BOOK CLOSURE NOTICE

Share Transfer Books of the Company will remain closed from **October 24, 2015 to October 30, 2015** (Both Days Inclusive). Transfers received in order at the office of our Share Registrar **M/s.Hameed Majeed Associates (Pvt) Limited, HM House, 7-Bank Square, Lahore**, by the close of business on Friday, October 23, 2015, will be considered in time for the determination of the entitlement of the shareholders to attend and vote at the meeting.

PARTICIPATION IN THE ANNUAL GENERAL MEETING:

A member entitled to attend and vote at the meeting is entitled to appoint any other member as his/her proxy to attend and vote. Proxies in order to be effective must be received at the Registered Office of the Company, **APTMA House, Tehkal Payan, Jamrud Road, Peshawar, Pakistan** duly stamped and signed not less than 48 hours before the time of the meeting.

CDC Account Holders will further have to follow the under mentioned guidelines as laid down by the Securities & Exchange Commission of Pakistan

A. FOR ATTENDING THE MEETING:

i. In case of individuals, the account holders or sub-account holders and/or the persons whose securities are in group account and their registration details are uploaded as per the Regulations, shall authenticate identity by showing their original Computerized National Identity Card (CNIC), or original passport at the time of attending the meeting.

ii. In case of corporate entities, the Board of Directors' resolution/power of attorney with specimen signature of the nominees shall be produced (unless it has been provided earlier) at the time of attending the meeting.

B. FOR APPOINTING PROXIES

i. In case of individuals, the account holders or sub-account holders and/or the persons whose securities are in group account and their registration details are uploaded as per the Regulations, shall submit the proxy form as per the above requirements.

ii. Attested copies of CNIC or the passport of the beneficial owners and the proxy shall be furnished with the proxy form.

iii. The proxy shall produce his/her original CNIC or passport at the time of the meeting.

iv. In case of corporate entities, the Board of Directors' resolution/power of attorney with specimen signature of the person nominated to present and vote on behalf of the corporate entity, shall be submitted (unless it has been provided earlier) along with proxy form to the Company.

CIRCULATION OF ANNUAL AUDITED FINANCIAL STATEMENTS TO SHAREHOLDERS THROUGH EMAIL

The directive of SECP contained in SRO 787(1)/2014 dated September 8, 2014, whereby Securities and Exchange Commission of Pakistan (SECP) has allowed companies to circulate annual balance sheet, profit and loss account, auditor's report and directors' report etc. (Audited Financial Statements) along with notice of annual general meeting(Notice) to its members through e-mail. Members are requested to provide their email addresses on registered address of the Company.

CDC account holders are requested to provide their email addresses to the relevant member stock exchange and CDC if maintaining CDC investor account.

CHANGE IN ADDRESS:

Members are requested to promptly notify any change of address to the Company's Share Registrar.

AVAILABILITY OF AUDITED FINANCIAL STATEMENTS ON COMPANY'S WEBSITE:

The audited financial statements of the Company for the year ended **June 30, 2015** have been made available on the Company's website www.saiftextile.com in addition to annual and quarterly financial statements for the prior year.