



SERVICE FABRICS LIMITED

SFL/PSX/161003

October06, 2016

General Manager
Pakistan Stock Exchange Limited
Stock Exchange Building
Stock Exchange Road
Karachi 74000

Subject: ANNUAL GENERAL MEETING : SERVICE FABRICS LIMITED

Dear Sir,

It is informed that Annual General meeting of Service Fabrics Limited will be held at 02:00 pm on October 31, 2016 at the Islamabad Club Islamabad.

(Copy of Notice Attached)

The Share Transfer Books of the Company shall remain closed from October 24, 2016 to October 31, 2016 (both days inclusive). Transfers received at our registrar office 38-Empress road, Lahore by the close of business on October 23, 2016 will be treated in time.

For more information, contact:

Truly,

A handwritten signature in black ink, appearing to read 'Aurangzeb Noor'.

(Aurangzeb Noor)
Chief Executive Officer

SERVICE FABRICS LIMITED
NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that an Annual General Meeting of the Shareholders of Service Fabrics Limited will be held on October 31, 2016 at 2:00 p.m. at Islamabad Club to transact the following business.

Ordinary Business:

1. To confirm the minutes of Extra Ordinary General Meeting held on Wednesday June 29, 2016
2. To receive, consider and adopt the Audited Accounts of the Company for the year ended June 30, 2016 together with Reports of the Directors and Auditors' thereon.
3. To appoint Auditors for the year ending 30th June, 2017 and fix their remuneration. The retiring Auditors Horwath Hussain Chaudhry, Chartered Accountants, being eligible, have offered themselves for re-appointment.
4. To approve payment of final Cash Dividend of Rs. 0.20/- per share, i.e. 2% to those who are Shareholders as at close of business on October 23, 2016.
5. To transact any other business with the permission of the Chair.

By order of the Board
Aurangzeb Noor

Islamabad: October 06, 2016 Chief Executive Officer

Notes:

- 1) The Share Transfer Books of the Company shall remain closed from October 24, 2016 to October 31, 2016 (both days inclusive). Transfers received at the FD Registrar Services (SMC-Pvt) Ltd, Office No 1705, 17th Floor, Saima Trade Tower A, I.I Chundrigar Road, Karachi-74000 at the close of business on October 23, 2016 will be treated in time for the purpose of above entitlement of the transferees

- 2) A member of the Company entitled to attend and vote at the Annual General Meeting may appoint a proxy to attend and vote instead of him/her. A proxy must be deposited at the Company's registered office not less than 48 hours before the time of holding the meeting. A proxy need, not be a member of the Company. The proxy shall produce his/her original CNIC or Passport to prove his/her identity.
- 3) Any individual Beneficial Owner of Central Depository Company, entitled to vote at this Meeting must bring his/her Computerized National Identity Card ("CNIC") with him/her to provide his/her identity and in case of proxy must enclose an attested copy of his/her CNIC. The representatives of corporate bodies should bring attested copy of Board of Directors Resolution/power of Attorney and/or all such documents as are required under Circular No. 1 dated January 26, 2000 issued by the Securities and Exchange Commission of Pakistan for this purpose.
- 4) Change of address, if any, should be notified immediately to the Company's Share Registrar afore stated.
- 5) Members who have not yet submitted photocopy of their Computerized National Identity Cards to the Registrar of our Company are requested to send the same at the earliest
- 6) The CDC account/sub account holders are requested to bring with them their Computerized National ID Cards along with the Participants(s) ID number and their account numbers at the time of attending the Annual General Meeting in order to facilitate identification of the respective shareholders. In case of corporate entity, the Board of Directors Resolution/Power of Attorney with specimen signatures be produced at the time of meeting.
- 7) Members are requested to promptly communicate to the Registrar of the Company any change in their address.