



বিডি থাই ফুড এন্ড বেভারেজ লিমিটেড
BD THAI FOOD & BEVERAGE LTD.



NOTICE OF 12TH ANNUAL GENERAL MEETING

Notice is hereby given that the 12th Annual General Meeting of BD Thai Food & Beverage Limited will be held on Wednesday, December 28, 2022 at 03:30 pm by using Digital Platform through the link <https://bdthaifood.bdvirtualagm.com> to transact the following business:

1. To receive, consider and adopt the Annual Audited Financial Statements of the company for the year ended June 30, 2022 along with the reports of the Auditor and the Directors.
2. To declare dividend for the year ended June 30, 2022 as recommended by the Board of Directors.
3. To elect/re-elect Director(s) as per the Articles of Association of the Company.
4. To appoint the Statutory Auditors for the year ended June 30, 2023 and to fix their remuneration.
5. To appoint the Compliance Auditors' for the year ended June 30, 2023 and to fix their remuneration.

By order of the Board
Sd/-

Dhaka, Bangladesh
Date: December 06, 2022

(Md. Habibur Rahman)
Company Secretary

Notes:

1. The shareholders whose name appeared in the Share/Depository Register as on the 'Record Date' i.e. December 01, 2022, are eligible to attend and vote in the 12th AGM and receive the dividend.
2. The Board unanimously recommended cash dividend @ 3% (three percent) for the shareholders excluding Sponsors and Directors of the Company for the year ended June 30, 2022.
3. A shareholder entitled to attend and vote at the AGM may appoint a proxy to attend and vote in his/her behalf. The Proxy Form, duly filled, signed and stamped of Tk. 20.00 must be sent through email to the Company at info@btfbl.com not later than 72 hours before the time fixed for the meeting.
4. The shareholders will be able to submit their questions/comments and vote electronically 24 hours before commencement of the AGM and during the AGM. For logging in to the system,



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- the shareholders need to put their 16 digit Beneficial Owner (BO) ID number and other credential as proof of their identity by visiting the link <https://bdthaifood.bdvirtualagm.com>
5. We encourage the Shareholders to login into the system prior to the meeting. Please allow ample time to login and establish your connectivity. For any IT related guidance, Shareholders may contact vide email : info@btfbl.com or call +8801713156000
 6. As per BSEC Notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated June 20, 2018, soft copies of the Annual Report 2022 along with the Proxy Form and Notice of the AGM will be sent to the Members' respective email address available as per CDBL record. The Annual Report will be available in the Company's website at: www.btfbl.com.
 7. Members are requested to update their particulars including e-mail addresses, mobile number and bank account (if requires) through their respective Depository Participants before record date i.e. December 01, 2022.
 8. Members are also requested to update their 12-digit Taxpayer's Identification Number (e-TIN) through their respective Depository Participants (DPs) before record date i.e. December 01, 2022. In default, the tax from cash dividend of individual taxpayer will be deducted @ 15% instead of @10%.
 9. Concerned Depository Participants (DP) / Stock Brokers are requested to provide us with a list of their margin loan holders who held shares as on record date with the details of Shareholders' name, BO ID, shareholding position, cash dividend receivable, tax rate with their Bank Account name & number, routing number etc. within December 20, 2022 along with the name of their contact person to the Share Department of the Company situated at BTA Tower (3rd Floor), 29 Kemal Ataturk Avenue, Road-17, Banani C/A, Dhaka-1213 or at info@btfbl.com.