

# Ravi Textile Mills Limited

## Notice of Annual General Meeting

Notice is hereby given that 30<sup>th</sup> Annual General Meeting of Shareholders of Ravi Textile Mills Limited will be held on Monday 31<sup>st</sup> October, 2016 at 11:00 a.m. at registered office of the company Bungalow No.120 Defence Officers Housing Scheme Sher Shah Road, Multan Cantt. Multan to transact the following business:-

1. To confirm the minutes of the preceding Annual General Meeting of the shareholders of the company held on 31<sup>st</sup> October, 2015.
2. To receive, consider and adopt the audited accounts of the company for the year ended June 30, 2016 together with Directors' and Auditors' reports thereon.
3. To appoint External Auditor for the next year ending June 30, 2017 and fix their remuneration. M/s Riaz Ahmed & Company, Chartered Accountants being eligible for appointment have offered themselves for re-appointment.
4. To transact any other matter with the permission of the chair.

By order of the Board

Multan:  
06<sup>th</sup> October, 2016.

**MUNSAF KHAN**  
Corporate Secretary

### Notes:

1. The Members' Register will remain closed from 24<sup>th</sup> October, 2016 to 31<sup>st</sup> October 2016 (both days inclusive). Transfers received of the office of the company's Share Registrar M/s Hameed Majeed Associates (Pvt) Limited H.M. House, 7-Bank Square, Lahore by the close of business on 23<sup>rd</sup> October 2016 will be entertained.
2. A Member eligible to attend and vote at this meeting may appoint another member as proxy to attend and vote in the meeting. 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.
3. Shareholders are requested to immediately notify the change in address, if any.
4. CDC account holders will further have to follow the guidelines as laid down in circular No.1 dated January 26, 2000 issued by Securities and Exchange Commission of Pakistan:
5. a. For attending the meeting
  - i). In case of individuals, the account holder or sub-account holder and / or the person whose securities are in group account and their registration details are uploaded as per the Regulations, shall authenticate his/her identity by showing his original computerized national identity card (CNIC) or original passport at the time of attending the meeting.
  - ii). In case of corporate entity the board of directors' resolution/power of attorney with specimen signatures of the nominee shall be produced (unless it has been provided earlier) at the time of the Meeting.
- b. For Appointing Proxies
  - i). In case of individual, the account holder or sub-account holder and/or the person 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 requirement.
  - ii). The Proxy form shall be witnessed by two persons whose names, addresses and CNIC numbers shall be mentioned on the form.
  - iii). Attested copies of CNIC or the passport of the beneficial owners and the proxy shall be furnished with the proxy form.
  - iv). The Proxy shall produce his original CNIC or original passport at the time of the meeting.
  - v). In case of corporate entity, the board of directors' resolution/power of attorney with specimen signatures shall be submitted (unless it has been provided earlier) along with proxy form to the company.
  - vi). The financial statements of the company for the year ended 30 June 2016 along with Auditors and Directors Report thereon have been placed on the company's website: [www.ravitextile.com](http://www.ravitextile.com)