



GSP FINANCE COMPANY (BANGLADESH) LIMITED

Registered Office: 1, Paribagh, Mymensingh Road, Dhaka-1000

Phone: 88-02-9674306, 9674425; Fax: 88-02-9674194

Website: www.gspfinance.com

Notice of the 25th Annual General Meeting (Through Online Digital Platform)

Notice is hereby given that the 25th Annual General Meeting of the shareholders of GSP Finance Company (Bangladesh) Limited will be held on Wednesday, September 23, 2020 at 11:00 a.m. by using Digital Platform (pursuance to BSEC Order no. SEC/SRMIC/94-231/25, dated July 08, 2020) through the following link: <https://gspfinance.bdvirtualagm.com> to transact the following business:

01. To receive and adopt the Directors' Report to the Shareholders, Auditors' Report and Audited Financial Statements for the year ended December 31, 2019.
02. To declare Dividend for the year ended December 31, 2019.
03. To elect Directors in place of those who shall retire by rotation in accordance with the provision of Articles of Association of the Company and the Companies Act. 1994.
04. To appoint the Statutory Auditors of the Company for the year 2020 until the conclusion of the next Annual General Meeting and to fix their remuneration.
05. To appoint the Corporate Governance Compliance Auditors of the Company for the year 2020 and to fix their remuneration.

By order of the Board

Sd/-
Md. Mizanur Rahman
Deputy Managing Director
&
Company Secretary

Dated: August 12, 2020

Notes:

01. The Members whose name appeared in the Register of Members of the Company and/or in the Depository Register on the "Record date" i.e. **September 03, 2020** are eligible to attend the 25th Annual General Meeting and be entitled to the dividend as approved in the AGM.
02. The shareholders will join the virtual AGM through the link: <https://gspfinance.bdvirtualagm.com> The shareholders will be able to submit their questions/comments electronically 24 (Twenty-four) hours before holding the AGM through this link and also during the Annual General Meeting. In order to login for the virtual AGM, the shareholders need to click on the link and provide their 16 digit Beneficiary Owners (BO) Account number or Folio number, name of respective shareholder, number of shares and mobile number or e-mail address.
03. Shareholders may login to the system prior to starting of the meeting at 11:00 a.m. on September 23, 2020 (Wednesday). The link will activate at 11:01 a.m. (Bangladesh Time) on September 22, 2020. For any IT related guidance and help regarding the login process, the respected members may contact at +880 9674306-11 or 01817085761 or visit GSPB website at : www.gspfinance.com
04. Pursuant to the Bangladesh Securities and Exchange Commission (BSEC) notification No. BSEC/CMRRCD/2006-158/208/Admin/81 dated June 20, 2018 the soft copy of the Annual Report for the year 2019 along with the Notice, Proxy Form and Attendance Slip have been forwarded to all the Members at their respective e-mail address available with us as per CDBL record. The Members may also collect the Proxy Form from the Registered Office of the Company. These are also available in the website of the Company at : www.gspfinance.com
05. A Member may appoint a proxy to attend and vote in his/her place by filling proxy form at this virtual AGM. The "Proxy Form" duly filled, signed and stamped at BDT 20/-, must be deposited at the registered office or send through e-mail to secretariat@gspfinance.com not later than 48 hours before the time scheduled for holding the AGM.

N.B: Members may please note that no gift or benefits in cash or kind shall be given at the AGM.



PROXY FORM

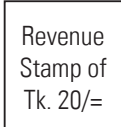
I/We... of... being a shareholder of GSP Finance Company (Bangladesh) Limited do hereby appoint Mr./Mrs... of... (or failing his/her) Mr./Mrs... of... as my/our Proxy to attend and vote on my/our behalf at the 25th Annual General Meeting of the Company to be held on Wednesday, September 23, 2020 at 11:00 a.m. by using Digital Platform (pursuance to BSEC Order no. SEC/SRMIC/94-231/25, dated July 08, 2020) through the following link https://gspfinance.bdvirtualagm.com or at any adjournment thereof or any ballot to be taken in consequence thereof.

Signed this...day of September, 2020

Signature of the proxy

BO ID No...

No of shares being held...



Signature of the shareholder(s)

Notes:

- I). This Form of Proxy, duly completed must be deposited at least 48 hours before the meeting of the Company's Registered Office. Proxy is invalid if not signed and stamped as indicated above. II). Signature of the Shareholder should agree with the specimen signature registered with the Company.



ATTENDANCE SLIP

I/We hereby record my/our attendance at the 25th Annual General Meeting of the Company to be held on Wednesday, September 23, 2020 at 11:00 a.m. by using Digital Platform (pursuance to BSEC Order no. SEC/SRMIC/94-231/25, dated July 08, 2020) through the following link https://gspfinance.bdvirtualagm.com

Name of the shareholder(s) / Proxy (in Block Letters).....

BO ID No..... No of shares being held.....

..... Date:

Signature of the shareholder(s)/proxy

A Member may appoint a proxy to attend and vote in his/her place by filling proxy at this virtual AGM. The "Proxy Form" duly filled, signed and stamped at BDT 20/-, must be deposited at the registered office or send through e-mail to secretariat@gspfinance.com not later than 48 hours before the time scheduled for holding the AGM.

Members may please note that no gift or benefits in cash or kind shall be given at the AGM.