



United Commercial Bank Limited

Corporate Office
Plot CWS (A)-1, Road No. 34,
Gulshan Avenue, Dhaka 1212



Notice of the 33rd Annual General Meeting

Notice is hereby given that 33rd Annual General Meeting of United Commercial Bank Ltd. will be held on **March 31, 2016 (Thursday)** at **11.00 A.M** at **Senamalancha, Dhaka Cantonment, Dhaka** to transact the following business:

1. To receive and adopt the audited Financial Statements for the year ended December 31, 2015 and Report of the Directors & the Auditors thereon.
2. To approve 20% Cash & 5% Stock Dividend as recommended by the Board of Directors.
3. Appointment & reappointment of the Directors of the Bank.
4. Appointment of Auditors & fix their remuneration.

By order of the Board
Sd/-
(ATM Tahmiduzzaman, FCS)
Company Secretary

Dated: March 16, 2016

Notes:

- (i) The '**Record Date**' in lieu of Book Closure has been fixed on **March 15, 2016 (Tuesday)**.
- (ii) The Shareholders whose names appeared in the Register of Members of the Company or in the depository (CDBL) on the Record Date i.e. **March 15, 2016 (Tuesday)** will be eligible to attend the meeting and entitled to dividend as mentioned above.
- (iii) A member eligible to attend the Annual General Meeting may appoint a proxy to attend and vote on his/her behalf. The instrument appointing proxy duly signed by the member and stamped (TK. 20.00) must be submitted to the Registered Office of the Company at least 72 hours before the Meeting.
- (iv) Members/ Proxies are requested to record their entry in the AGM well in time on **March 31, 2016 (Thursday)**. The registration counter will open at 9.00 am on the AGM date.
- (v) Annual Report, Attendance Slip and Proxy Form along with the Notice are being sent to all the Members by Post/Courier Service. The Members may also collect the Annual Report and Proxy Form from the Registered Office of the Company and may download from the Bank's website i. e. www.ucb.com.bd.
- (vi) The concerned Brokerage Houses are requested to provide us with a statement having details of margin loan holders (i.e. Shareholder name, BO ID number, client-wise shareholding position, gross dividend receivable, applicable tax rate and net dividend receivable) as on the Record Date along with the name of the contact person of Brokerage House to the company's share office on or before 20.03.2016. The Brokerage houses are also requested to provide us with their Bank name & Account number, routing number etc.
- (vii) In compliance with the Bangladesh Securities and Exchange Commission's Circular No. SEC/CMRRCD/2009-193/154 dated 24 October 2013, **no Gift/Gift Coupon / Food Box shall be distributed at the ensuing 33rd AGM.**