

Notice of Annual General Meeting

NOTICE is hereby given that **Annual General Meeting** of AuVitronics Limited will be held on Friday 27th **November 2020** at 9.00 a.m. at 3rd Floor, Siddique Sons Tower, Plot # 3, Block 7/8 Jinnah Co-Operative Housing Society, Karachi to transact the following business:

ORDINARY BUSINESS:

1. To receive, consider and adopt the Annual Audited Financial Statements of the Company for the year ended June 30, 2020, together with the Reports of Chairman, Directors and Auditors thereon.
2. To appoint External Auditors and fix their remuneration for the year ending 30th June 2021. The present Auditors M/s. EY Ford Rhodes, Chartered Accountants, being eligible offer themselves for re-appointment.
3. To transact any other business with the permission of the Chair.

By order of the Board



**MUHAMMAD FARAN ADIL
COMPANY SECRETARY**

Karachi: 6th November 2020

NOTES:

1. The Share Transfer Books of the Company will remain closed from 20th November 2020 to 27th November 2020 (both days inclusive). Transfers requests by our Share Registrar M/S. FAMCO Associates (Private) Ltd, 8-F, Next to Hotel Faran, Nursery, Block-6, PECHS, Shahra-e-Faisal Karachi. Tel: +92-21-34380101-5, +92-21-34384621-3 (Ext-103) Fax: +92-21-34380106 at the close of business on November 19, 2020 will be treated in time and to attend Annual General Meeting.
2. A member entitled to attend and vote at this meeting may appoint another member as his/her proxy to attend and vote for him / her. Proxies in order to be effective must be received at the Registered Office of the Company not less than 48 hours before the time of holding the meeting.
A proxy must be a member of the Company. CDC Accounts Holders will further have to follow the guidelines as laid down in Circular 1 dated the January 26, 2000 issued by the Securities & Exchange Commission of Pakistan.

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 detail is uploaded as per the Regulations, shall authenticate their identity by showing his/ her original National Identity Card (“CNIC”) or original passport at the time of attending the meeting.
- ii. In case of corporate entity, Board of Directors’ resolution/power of attorney with specimen signature of the nominee shall be produced (unless provided earlier) at the time of the meeting.

B. For Appointing Proxies

- i. In case of individuals, the account holder or sub-account holder is and / or the person whose securities are in group account and their registration detail is uploaded as per the CDC 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 the CNIC or passport of the beneficial owners and the proxy shall be furnished with the proxy form.
- iv. The proxy shall produce his/her original CNIC or original passport at the time of the meeting.
- v. In case of corporate entities, board of directors’ resolution/power of attorney with specimen signature of the nominee shall be submitted (unless provided earlier) along with the proxy form to Company.

Submission of copies of CNIC not provided earlier

Individual shareholders are once again reminded to submit a copy of their valid CNIC, if not provided earlier to the Company’s Share Registrar FAMCO Associates (Pvt) Limited. In the case of non-availability of a valid copy of the Shareholders CNIC in the records of the Company.