

# HALLMARK COMPANY LIMITED

Formerly Hallmark Insurance Company Limited

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Hallmark Company Limited  
Suite # 1001, Uni Centre,  
10th Floor, I.I. Chundrigar Road,  
Karachi, Pakistan.  
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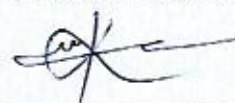
## NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that the 36<sup>th</sup> Annual General Meeting of the Shareholders of Hallmark Company Limited (Formerly Hallmark Insurance Company Limited) will be held on, Saturday April 29, 2017 at 12:00 P.M. at the Registered Office of the Company at Office # 1001, Uni Centre, 10th Floor, I.I. Chundrigar Road, Karachi to transact the following business:

### ORDINARY BUSINESS

1. To confirm the minutes of 35<sup>th</sup> Annual General Meeting held on April 30, 2016.
2. To receive, consider and adopt the Audited Financial Statements of the Company for the year ended on December 31, 2016 together with the Directors' and Auditors' Reports thereon.
3. To appoint Auditors for the year 2017 and fix their remuneration.
4. To transact any other business with the permission of the Chairman.

By Order of the Board



SECRETARY

Karachi: April 07, 2017

### NOTES:

1. A member entitled to attend and vote at the Annual General Meeting may appoint another member as his/her proxy to attend, speak and vote instead of him/her.
2. The Share Transfer Books of the Company will be closed from April 22, 2017 to April 29, 2017 (both days inclusive). Transfers received in order by our Shares Registrar, F. D. Registrar Services (SMC-Private) Limited, 11th Floor, Trade Centre, I.I. Chundrigar Road, Karachi at the close of business on April 21, 2017 will be considered in time to attend and vote at the meeting and for the entitlement of Dividend (if any).
3. Forms of proxy, in order to be valid must be properly filled-in/executed and received at the registered office of the Company not later than 48 hours before the time of the meeting.
4. Members are requested to notify Share Registrar of the Company promptly of any change in their addresses.

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5. Pursuant to the directive of the Securities & Exchange Commission of Pakistan (SECP), CNIC numbers of shareholders are mandatorily required to be mentioned on dividend warrants. Shareholders are therefore requested to submit a copy of their CNIC (if not already provided) to the Share Registrar.
6. Members can also avail video conference facility in (name of cities where facility can be provided keeping in view geographical dispersal of members). In this regard, please fill the following and submit to registered address of the Company 10 days before holding of the Annual General Meeting.

*"I/We, \_\_\_\_\_ of \_\_\_\_\_, being a member of Hallmark Company Limited (Formerly Hallmark Company Limited), holder of \_\_\_\_\_ ordinary share(s) as per registered Folio No. \_\_\_\_\_ hereby opt for video conference facility at \_\_\_\_\_."*

7. Pursuant to Notification vide SRO.43 (1)/2016 of January 22, 2016, the SECP has directed to facilitate the members of the company for e-voting if the Company receives demand for poll from at least five (5) members or by any member or members having not less than one tenth of the voting power. In this regard, please fill the following and submit to registered address of the Company 10 days before holding of the Annual General Meeting.

*"I/We, \_\_\_\_\_ of \_\_\_\_\_, being a member of Hallmark Company Limited (Formerly Hallmark Company Limited), holder of \_\_\_\_\_ ordinary share(s) as per registered Folio No. \_\_\_\_\_ hereby opt for e-voting through Intermediary and hereby consent the appointment of execution officer as proxy and will exercise e-voting as per the Companies (e-voting) Regulations, 2016 and hereby demand for poll for resolutions."*

*My secured email address is \_\_\_\_\_, please send login details, password and electronic signature through email."*

8. Form of Proxy is enclosed with annual report.