

PAK LEATHER CRAFTS LIMITED

NOTICE OF ANNUAL GENERAL MEETING

Notice is hereby given that 39th Annual General Meeting of Pak Leather Crafts Limited will be held on October 28, 2026 at 6.00 PM at Plot No. 9, Sector 59, Malir Development Authority, Taiser Town, Karachi to transact the following business:

Ordinary Business:

1. To confirm minutes of the 38th Annual General Meeting held on October 28, 2025.
- 2 To receive, consider and adopt the audited financial statements of the Company for the year ended June 30, 2026 together with the Chairperson's Review, Directors' and Auditors' Reports thereon.

In accordance with Section 223 of the Companies Act, 2017, and pursuant to S.R.O. 389(I)/2023 dated March 21, 2023, the financial statements of the Company have been uploaded on the website of the Company which can be downloaded from the following web link and QR enabled code:



Weblink:

www.pakleather.com

3. To appoint auditors and fix their remuneration for the year ending June 30, 2026.
4. To transact any other business with the permission of the Chair.

By order of the Board

A handwritten signature in blue ink, appearing to read 'Naseer Ahmed', written over a horizontal line.

Naseer Ahmed
Company Secretary

October 05, 2026

NOTES:

A. The share transfer books of the Company will remain closed from 20-10-2026 to 28-10-2026 (both days inclusive) and no transfer will be accepted during this period.

B. Transfers received, complete in all respect by the Shares Registrar, M/s. JWAFFS Registrar Services (Pvt) Ltd, Office # 20, 5th Floor, Arkay Square Extension, New Chali Shahrah-e-Liaquat, Karachi, by the close of business on 19-10-2026 will be considered in time for the purpose of attending and voting at the meeting.

C. Participation in the AGM proceeding via video conferencing facility shall be made available by the Company. All Shareholders/Members interested in attending the AGM, either physically or through video-conferencing facility are requested to register their Name, Folio Number, Cell Number, CNIC / Passport number at export1@pakleather.com. Video link and login credentials will be shared with only those shareholders whose registration are received at least 48 hours before the time of AGM.

D. A member entitled to attend and vote at this meeting may appoint another person as his/her proxy to attend the meeting and vote for him/her. Proxies in order to be effective must be received at the Registered Office of the Company duly stamped and signed not less than 48 hours before the meeting.

E. Shareholders of the Company whose shares are registered in their account/sub-account with Central Depository System (CDS) are requested to bring original CNIC along with account number in CDS and participant's ID number for verification. In case of appointment of proxy by such account holders and sub-account holders the guidelines laid down in Circular No. 1 dated January 26, 2000 issued by the Securities & Exchange Commission of Pakistan shall be followed.

F. Consent for Video Conference Facility:

As per Companies Act, 2017, if the Company receives consent from members holding in aggregate 10% or more shareholding residing at a geographical location, to participate in the Annual General Meeting (AGM) through video conference at least seven days prior to the date of AGM, the Company will arrange a video conference facility in that city subject to availability of such facility in that city.

The Company will intimate members regarding the video conference facility venue at least 5 days before the date of the AGM along with the complete information needed to access the facility.

G. Transmission of Annual Financial Statements through email:

The financial statements of the Company for the year ended June 30, 2025 along with reports and notice of meeting have been placed at the website of the Company.

The Securities and Exchange Commission of Pakistan vide SRO 787(1)/2014 dated September 08, 2014 has allowed companies to circulate annual balance sheet, profit & loss account, auditors' and directors' reports along with notice of annual general meeting to its members through e-mail. Members who wish to avail this facility can give their consent.

H. Members are requested to provide their International Banking Account Number (IBAN) together with a copy of the Computerized National Identity Card (CNIC) to update our records. In case of non-submission all future dividend payments may be withheld.

I. As per section 72 of the Companies Act, 2017, every company is required to replace its physical shares with book entry form within a period not exceeding four years from the commencement of the Companies Act, 2017 i.e. May 30, 2017.

J. The Securities & Exchange Commission of Pakistan through its circular # CSD/ED/Misc./2016-639-640 dated March 26, 2021 has advised the listed Companies to pursue their such members who still hold shares in physical form, to convert their shares into book-entry form.

The shareholder having physical shareholding are accordingly encouraged to open their account with Investor Accounts Services of CDC or sub-account with any of the brokers and convert their physical shares into scrip less form. This will facilitate the shareholders in many ways, including safe custody and sale of shares, any time they want, as the trading of physical shares is not permitted as per existing regulation of the Pakistan Stock Exchange Limited.

K. Shareholders who have not yet collected their dividend/physical shares are advised to contact our Share Registrar to collect/enquire about their unclaimed dividend or shares. Please note that in compliance with Section 244 of the Companies Act, 2017, after having completed the stipulated procedure, all dividends unclaimed for a period of three (3) years from the date due and payable shall be deposited to the credit of the Federal Government and in case of Shares, shall be delivered to the Securities & Exchange Commission of Pakistan.

L. Video Conference Facility:

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M. E-voting:

Pursuant to SECP S.R.O No. 254(I)/2018 dated February 22, 2018, members who intend to exercise their right of vote through E-voting shall provide their valid cell numbers and email addresses on or before October 19, 2023.

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