

# EQUATORIAL SECRETARIES AND REGISTRARS

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## Certified Public Secretaries

Kalamu House, Grevillea Grove  
P O Box 47323 00100, Nairobi  
Tel 254 (2) 4270000  
E-mail [esr@ke.esr-ea.com](mailto:esr@ke.esr-ea.com)

## Dropping Zone

Revlon Plaza, 2<sup>nd</sup> Floor  
Box No. 192

## OLYMPIA CAPITAL HOLDINGS LIMITED

**NOTICE IS HEREBY GIVEN** that the Forty-Seventh Annual General Meeting of the Company will be held at The Nairobi Club, Upper Hill, Nairobi on Monday, 14<sup>th</sup> August 2017 at 2.30 p.m. to transact the following business:

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### ORDINARY BUSINESS

1. To table the proxies and to note the presence of a quorum.
2. To read the notice convening the meeting.
3. To confirm the minutes of the Forty-Sixth Annual General Meeting of the Company held on 29<sup>th</sup> August 2016.
4. To receive, consider and adopt the Audited Financial Statements for the year ended 28<sup>th</sup> February 2017 together with the Chairman's Statement and the reports of the Directors and Auditors thereon.
5. To note that the Directors do not recommend payment of a dividend for the financial year ended 28<sup>th</sup> February 2017.
6. To approve the Directors' fees as indicated in the Audited Financial Statements for the year ended 28<sup>th</sup> February 2017.
7. To re-elect Directors:-

In accordance with Article 99 of the Company's Articles of Association, **Mr. Suresh Amrital Lakhani** retires by rotation and to note that he does not offer himself for re-election.

8. Pursuant to the provisions of Section 769 of the Companies Act 2015, Dr. C. W. Obura, Mr. Michael Matu, Mr. Suresh Lakhani and Mrs. Gladys Kamau, being members of the Board Audit Committee, be elected to continue to serve as members of the said Committee.
9. To note that Messrs Parker Randall Eastern Africa, Certified Public Accountants, continue in office as Auditors to the Company by virtue of section 721(2) of the Companies Act, 2015 and to authorize the Directors to fix their remuneration for the ensuing financial year.

### SPECIAL BUSINESS

To consider and if appropriate, pass the following Special Resolution:

"That the name of the Company be changed from **OLYMPIA CAPITAL HOLDINGS LIMITED** to **OLYMPIA CAPITAL HOLDINGS PLC** in compliance with Section 53 of the Companies Act, 2015".

10. Any Other Business of which due notice has been received.

### BY ORDER OF THE BOARD



**JAMES MWANDO**  
COMPANY SECRETARY  
OLYMPIA CAPITAL HOLDINGS LIMITED

6<sup>th</sup> July 2017

Note: A member entitled to attend and vote at the above meeting is entitled to appoint one or more proxies to attend and vote on his or her behalf. A proxy need not be a member. To be valid, a form of proxy which is attached to this notice must be duly completed and signed by the member and must be lodged with the Company Secretary, James Mwando C/o of Equatorial Secretaries and Registrars, Kalamu House, Grevillea Grove, Westlands P O Box 47323, 00100-Nairobi, so as to reach not later than 2.30 p.m. on 10<sup>th</sup> August 2017.

**OLYMPIA CAPITAL HOLDINGS LIMITED**

**PROXY FORM FOR THE ANNUAL GENERAL MEETING**

2017

I/We.....

Of P.O. Box.....

being a shareholder of **OLYMPIA CAPITAL HOLDINGS LIMITED** hereby appoint

Please tick one only

1. Mr/ Mrs/ Ms ..... ( )

of P O Box .....

**OR**

2. The Chairman of the Meeting ( )

as my/our proxy to attend and on a poll vote for me/us on my /our behalf at the **Annual General Meeting** of the Company at The Nairobi Club, Upper Hill, Nairobi on 14<sup>th</sup> August 2017 at 2.30 p.m. and at any adjournment thereof.

Signature .....

Signature .....

Signed/ Sealed .....day of..... 2017

**NOTES:**

1. In the case of a member being a corporation, the proxy must be under its Common Seal or under the hand of an officer or attorney duly authorised in writing.
2. To be valid this proxy form must be completed and delivered to the Company Secretary, James Mwando C/o Equatorial Secretaries and Registrars, Kalamu House, Grevillea Grove, Westlands, P O Box 47323 00100 Nairobi not later than 2.30 pm on 10<sup>th</sup> August 2017.
3. A proxy need not be a member of the Company.