

## ***Circular to the Shareholders – General Information***

Dear Shareholder/s,

### **FIFTY-FOURTH (54TH) ANNUAL GENERAL MEETING OF COMMERCIAL BANK OF CEYLON PLC**

We wish to inform you that the Fifty-Fourth (54th) Annual General Meeting (AGM) of Commercial Bank of Ceylon PLC (the "Company") will be held on Thursday, March 30, 2023 at 2.30pm at the Galadari Hotel, No. 64, Lotus Road, Colombo 01.

### **GENERAL INFORMATION**

1. The soft copy of the Annual Report of the Company for the Financial year ended December 31, 2022 is available for perusal on:
  - a. Company website: <https://www.combank.lk>
  - b. CSE website: <https://www.cse.lk>
2. Shareholders are advised that the Notice convening the AGM of the Company, Circular to the Shareholders on the First and Final Dividend for 2022 and related Forms of Proxy are also enclosed herewith.
3. If you wish to obtain a printed copy of the Annual Report for year 2022, please complete and forward the attached Request Letter by facsimile on 011 233 2317 or email to [companysecretary@combank.net](mailto:companysecretary@combank.net) or by post to Company Secretary, Commercial Bank of Ceylon PLC, "Commercial House", No. 21, Sir Razik Fareed Mawatha, Colombo 01, Sri Lanka. A printed copy of the Annual Report will be forwarded by the Company within eight (08) market days from the date of receipt of such request. The Company will dispatch the Annual Report by ordinary post or through a courier company to such shareholders.
4. The duly perfected Forms of Proxy must be deposited at the Registered Office of the Company, Commercial Bank of Ceylon PLC, "Commercial House", No. 21, Sir Razik Fareed Mawatha, Colombo 01, Sri Lanka or by facsimile on 011 233 2317 or email to [companysecretary@combank.net](mailto:companysecretary@combank.net), not later than forty-eight (48) hours before the time appointed for the holding of the AGM.

The Board of Directors of your Company wishes to thank the Shareholders for their unwavering cooperation.

By order of the Board of Commercial Bank of Ceylon PLC,



**R A P Rajapaksha**  
*Company Secretary*

*March 08, 2023*

For any queries regarding the foregoing, please contact any of the following Officers of the Company:

Mr Pramith Rajapaksha (Company Secretary) on 011 248 6070

Ms Keshini Karunaratne (Assistant Company Secretary) on 011 248 6073

Mr Nilantha Mendries (Executive Officer – Company Secretary's Department) on 011 248 6071