

Circular to Shareholders

PEOPLE'S MERCHANT FINANCE PLC
(PQ 200)
No. 21, Nawam Mawatha, Colombo 02, Sri Lanka

Dear Shareholder,

Rule 7.5(b) of the Listing Rules of Colombo Stock Exchange (CSE), permits companies to forward their Annual Reports to the shareholders in a mode other than in printed form. Accordingly, the Annual Report of the People's Merchant Finance PLC (the Company) for the financial year ended 31st March 2021, is available on the:

- (1) Corporate Website – http://peoplesmerchant.lk/wp-content/uploads/2020/Annual_report/PMF-Annual-Report-2020-2021.pdf;
- (2) The Colombo Stock <https://www.cse.lk/pages/company-profile/company-profile.component.html?symbol=PMB.N0000>

If you wish to receive a printed copy of the annual report for the year ended 31st March 2021, you may complete and forward the attached Form of Request to the Company on or before 16th September 2021.

The Company will furnish a printed copy of the annual report within eight (8) market days from the date of receipt of such written request.

If you have any queries on this matter, please contact Ms. Nadeeka Jayawickrama (Executive Secretary) on Tel: 94 0117 666 333 (ext. 250) or email pmfagm@pmb.lk

We also enclose herewith the Notice of meeting together with the instructions for participation, Form of Proxy, and the registration form for the annual general meeting scheduled to be held on 30th September 2021 at 09.00 am online via a virtual platform.

Yours faithfully,

By order of the Board
CORPORATE SERVICES (PRIVATE) LIMITED
Secretaries
PEOPLE'S MERCHANT FINANCE PLC
Colombo, on this 6th day of September 2021

Form of Request

PEOPLE'S MERCHANT FINANCE PLC
(PQ 200)
21, Nawam Mawatha, Colombo 02, Sri Lanka

To: Ms. Nadeeka Jayawickrama,
Executive Secretary
People's Merchant Finance PLC,
21, Nawam Mawatha,
Colombo 02.

I would like to receive the printed version of the Annual Report of People's Merchant Finance PLC

SHAREHOLDER'S DETAILS	
Full name	
NIC/Passport/Company Registration No.	
Address	
Contact Number	

.....
Signature

.....
Date

Notes:

1. Please complete the Form of Request legibly giving the required information, signing in the space provided, and with the date of signature.
2. Please mail the completed form of Request to the People's Merchant Finance PLC at the address given above or forwarded to pmfagm@pmb.lk.
3. In the event the shareholder is a company, the Form of Request should be signed under its Common Seal, by duly authorized officers of the Company in accordance with its Articles of Association.
4. Corporate website http://peoplesmerchant.lk/wp-content/uploads/2020/Annual_report/PMF-Annual-Report-2020-2021.pdf will host the PDF version of our Annual Report upon its publication.

REGISTRATION FORM

ANNUAL GENERAL MEETING (AGM) OF PEOPLE’S MERCHANT FINANCE PLC TO BE HELD ON 30th SEPTEMBER 2021 AT 9.00 AM ONLINE VIA A VIRTUAL PLATFORM

DETAILS OF SHAREHOLDER

Full Name of the Principal Shareholder:

NIC No. / Passport No. /
Company Registration No. :

CDS Account No. :

Residential Address :

Telephone No/s :

Email :

Full Name of 1st Joint Holder :

NIC No./ Passport No. :

Full Name of 2nd Joint Holder :

NIC No. / Passport No. :

In the event Proxy holder is appointed by the Shareholder following details of his/her’s will also be required.

DETAILS OF PROXY HOLDER: (only if a proxy is appointed)

Full Name of the Proxy holder :

NIC No. / Passport No. of Proxy holder :

Telephone No/s :

Email :

Signatures/s

.....
Principal Shareholder 1st Joint Shareholder 2nd Joint Shareholder

Date :

Note:

1. Shareholders are requested to provide their email address in the space provided in order to forward the Virtual AGM link & necessary instructions if they wish to attend the AGM through the online platform.
2. In the case of a Company/Corporation, the Shareholder details form must be under its Common Seal which should be affixed and attested in the manner prescribed by its Articles of Association.
3. In the case of a Power of Attorney, the Shareholder Details Form signed by the Power of Attorney must be deposited at the Registered Office of the Company for registration or forwarded to pmfagm@pmb.lk 48 hours before the time appointed for the holding of the meeting.

NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that the Thirty-Seventh (37th) Annual General Meeting (“AGM”) of **PEOPLE’S MERCHANT FINANCE PLC** (the “Company”) will be held on Thursday, the 30th day of September 2021 at 9.00 a.m. online via the virtual platform for the following purposes:

1. To receive and consider the annual report of the board of directors on the affairs of the Company and the financial statements for the year ended 31st March 2021 together with the report of the auditors thereon.
2. To re-appoint Messrs. KPMG, Chartered Accountants of No 32A, Mohamed Macan Marker Mawatha, Colombo 02, who are deemed to be re-appointed as auditors of the Company until the conclusion of the next AGM of the Company in terms of section 158 (1) of the Companies Act No. 07 of 2007, to audit the financial statements of the Company for the financial year ending 31st March 2022 and to authorise the Directors to determine their remuneration therefor.
3. To re-elect Mr. Moderage Joseph Travis Waas as a Director in terms of section 4.10 of the Finance Companies (Corporate Governance) Direction No. 3 of 2008.
4. To re-elect Mr. Ranjith Kodituwakku as a Director in terms of section 4.10 of the Finance Companies (Corporate Governance) Direction No. 3 of 2008.
5. To authorise the Directors to determine contributions to charities for the ensuing year.
6. To inform the Remedial action to be taken on non-compliance with the minimum public holding requirement (rule 7.13.1) of the Listing Rules of the Colombo Stock Exchange.

By order of the Board,

CORPORATE SERVICES (PRIVATE) LIMITED

Secretaries

PEOPLE’S MERCHANT FINANCE PLC

Colombo, on this 30th day of August 2021

Note:

Any shareholder entitled to attend and vote at this meeting is entitled to appoint a proxy to attend and vote/speak in his/her stead and a form of proxy is sent herewith for this purpose. A proxy need not be a shareholder of the Company. A completed form of proxy must be deposited at the Head office of the Company, No.21 Nawam Mawatha, Colombo 2, or forwarded to pmfagm@pmb.lk not less than 48 hours before the time appointed for the holding of the meeting.

Meeting Guidelines –

- (A) The meeting is to be held in line with the guidelines given by the Colombo Stock Exchange and the health authorities and as per the applicable laws.
- (B) In the interest of protecting public health and facilitating social distancing in line with the guidelines issued by the Ministry of Health, Nutrition and Indigenous Medicine, the Annual General Meeting will be held in the manner set out below:
- (i) The shareholders who wish to participate at the meeting will be able to join the meeting through audio or audio and visual means via virtual platform. In order for us to forward the access information necessary for participation at the meeting, which shall include the meeting identification number, access password, and access telephone number, please forward the duly completed registration form including your e-mail address and contact telephone number to the registered address of the **Company not less than 48 hours** before the time appointed for the holding of the meeting, so that the login information could be forwarded to the e-mail addresses so provided. These measures have been adopted to observe social distancing regulations/ requirements to mitigate the dangers of the spread of the virus.
 - (ii) If the Company is unable to post this Notice due to any situation beyond its control, then this Notice will be published in one issue of a daily newspaper in the Sinhala, Tamil, and English languages and if the circumstances permit, in one issue of the Gazette. The Annual Report, Notice of Meeting, Form of Proxy, and Registration Form will also be published on the website of the Colombo Stock Exchange (<https://www.cse.lk/pages/company-profile/company-profile.component.html?symbol=PMB.N0000>) and the website of the Company (<http://peoplesmerchant.lk/>).
 - (iii) Proxy forms are forwarded to the shareholders together with the Notice of Meeting and Registration form. Proxy forms have been uploaded to the Company's website (<http://peoplesmerchant.lk/>) and should be duly completed as per the instructions given therein and sent to the registered address of the Company or e-mailed to pmfagm@pmb.lk **not less than 48 hours** before the time appointed for the holding of the meeting and the proxy so appointed shall participate at the meeting through audio or audio visual means only.
 - (a) The shareholders who are unable to participate at the Annual General Meeting via Virtual platform could send their queries, if any, to the email address pmfagm@pmb.lk at any time before the meeting time and the responses to the same will be included in the minutes of the meeting.
 - (b) Voting in respect of the items specified in the agenda to be passed will be registered by using the audio or audio and visual means, Zoom or a designated ancillary online application. All of such procedures will be explained to the shareholders prior to the commencement of the meeting.
 - (c) Shareholders can use the "Q &A Forum" to communicate their questions/concerns as and when required.
 - (d) For any questions please contact Ms. Nadeeka Jayawickrama of People's Merchant Finance PLC on 94 0117 666 333 (ext. 250) during office hours.

PROXY FORM

I/We of
 being *a shareholder/shareholders
 of People’s Merchant Finance PLC, hereby appoint Mr./Mrs./Miss
 (Holder of N.I.C. /PP No of
 or failing him/her,

- 1. Mr. Chandula Abeywickrema or failing him
- 2. Mr. Channa Manoharan or failing him
- 3. Mr. K. Rangana Pubudu Madusanka or failing him
- 4. Mr. Travis Waas or failing him
- 5. Mr. Ranjith Kodituwakku

as my/our proxy to attend and vote/speak at the Thirty-Seventh Annual General Meeting of the Company to be held on the 30th day of September 2021 at 9.00 a.m. online via the virtual platform and at any adjournment thereof and at every poll which may be taken in consequence thereof to vote.

	For	Against
(1) To receive and consider the Annual Report of the Board of Directors on the Affairs of the Company and the Financial Statements for the year ended 31st March 2021 together with report of the Auditors thereon.	<input type="checkbox"/>	<input type="checkbox"/>
(2) To reappoint Messrs. KPMG, Chartered Accounts, as the Auditors of the Company until the next Annual General Meeting at a remuneration to be agreed upon with them by the Board of Directors and to audit the Financial Statements of the Company for the accounting period ending 31st March 2022	<input type="checkbox"/>	<input type="checkbox"/>
(3) To re-elect Mr. Moderage Joseph Travis Waas as a Director in terms of section 4.10 of the Finance Companies (Corporate Governance) Direction No. 3 of 2008.	<input type="checkbox"/>	<input type="checkbox"/>
(4) To re-elect Mr. Ranjith Kodituwakku as a Director in terms of section 4.10 of the Finance Companies (Corporate Governance) Direction No. 3 of 2008.	<input type="checkbox"/>	<input type="checkbox"/>
(5) To authorize the Directors to determine contributions to charities for the ensuing year.	<input type="checkbox"/>	<input type="checkbox"/>

Signed this day of Two Thousand and Twenty One

.....
Signatures/s **Shareholder’s N.I.C./P.P/Co.Reg.No**

*Instruction as to the completion of this Form of Proxy is given overleaf
 Proxy need not be a member of the Company*

INSTRUCTIONS AS TO COMPLETION

1. As provided for in Article 17(3) of the Articles of Association of the Company the instrument appointing the proxy should be in writing.
2. The full name and the address of the shareholder appointing the proxy should be legibly entered in the Form of Proxy and duly signed and dated.
3. The Proxy shall –
 - (a) in the case of an individual be signed by the shareholder or by his attorney, and if signed by an attorney, a notarially certified copy of the Power of Attorney should be attached to the completed Proxy if it has not already been registered with the Company.
 - (b) in the case of a company or corporate body, either be under its Common Seal or signed by its attorney or by an officer on behalf of that company or corporate body in accordance with the Articles of Association or the Constitution of that company or corporate body.
 - (c) In the case of joint-holders, be signed by the joint holder whose name appears first in the Register of Members.
 - (d) The completed Form of Proxy and the Power of Attorney or other authority, if any, under which it is signed or a notarially certified copy of that Power of Attorney or other authority must be deposited at the Registered office of the Company, People's Merchant Finance PLC, No.21, Nawam Mawatha, Colombo 02 or email to pmfagm@pmb.lk not less than forty-eight (48) hours before the time appointed for the holding of the meeting.
 - (e) Every alteration or addition to the Proxy must be duly authenticated by the full signature of the shareholder signing the Proxy.