

CIRCULAR TO SHAREHOLDERS**HNB FINANCE PLC PB 965 PQ****14TH ANNUAL GENERAL MEETING (AGM) OF HNB FINANCE PLC TO BE HELD AS A FULLY VIRTUAL MEETING ON FRIDAY, 28TH JUNE 2024 AT 2.00 P.M.**

Dear Shareholder/s,

In terms of the Articles of Association of HNB Finance PLC ("HNBFC", "Company"), the Board of Directors of the Company has decided to hold the 14th Annual General Meeting (AGM) as a fully Virtual Meeting on Friday, 28th June 2024.

Registration Procedure

In the event you are a Shareholder of the Company, please be advised that Circular to Shareholders, Notice of Meeting, Form of Proxy and other relevant documents are available in the Company's Official Website and Colombo Stock Exchange Website (CSE website). Those Shareholders and Proxyholders who wish to participate should notify the Company of such intention by completing the "**Registration Form**" which is available on the Company's Official Website and on the CSE Website, and emailing to the following email address hnbfc.agm@hnbfinance.lk or send by post to reach the Company not less than forty-eight (48) hours prior to the time appointed for holding the AGM.

The Company's Website

<https://www.hnbfinance.lk/about-us/annual-reports/>

CSE Website

<https://cse.lk/pages/company-profile/company-profile.component.html?symbol=HNBFC.N0000>

Appointment of Proxyholders

The Form of Proxy will also be made available on the websites given above and those Shareholders who wish to submit their Form of Proxy should duly complete the same as per the instructions given therein. The duly completed Form of Proxy should be deposited with the Company; The Company Secretary, HNB Finance PLC, No. 168, Nawala Road, Nugegoda, Sri Lanka or forwarded by email to hnbfc.agm@hnbfinance.lk in order to enable the Company to receive the same not less than forty-eight (48) hours prior to the time appointed for holding the AGM.

Participation to the Virtual Meeting

The login information will be authorised only for the use by individual Shareholders, Proxyholders and in case of Institutional Shareholders, the authorised representatives, and the Company will not be responsible or liable for any misuse. Where the Proxyholders are concerned, please note that the login information will only be shared with those in whose favour a valid proxy has been submitted by the Shareholder.

Queries by the Shareholders

Shareholders can send in their queries, if any to hnbfc.agm@hnbfinance.lk before forty-eight hours (48) of the commencement of the AGM.

Voting

Voting in respect of the items of business of the agenda will be registered by using a computerized application.

Copies of the Annual Report 2023/24

A QR Code containing information of the Annual Report is forwarded herewith.



The Annual Report and the Financial Statements of the Company are available on the following websites and the relevant links are given below enabling all the Shareholders to access such Annual and Financial Statements.

The Company's Website

<https://www.hnbfinance.lk/about-us/annual-reports/>

CSE Website

<https://cse.lk/pages/company-profile/company-profile.component.html?symbol=HNB.F.N0000>

Should Shareholders wish to obtain a printed copy of the Annual Report, they may send a written request to the Registered Office of the Company by filling the REQUEST FORM which is available on the above websites. A copy of the Annual Report will be forwarded by the Company within eight (8) market days from the date of receipt of the request.

Accordingly, please note that CD-ROM will not be issued this year.

Documents relating to the AGM

All documents relating to the AGM must be forwarded to the Company by post or by email to the following email address hnb.f.agm@hnbfinance.lk 48 hours prior to the time fixed for the Meeting.

The Notice of Meeting, Form of Proxy, and below mentioned documents will be made available on the Company's Website <https://www.hnbfinance.lk/about-us/annual-reports/> and CSE Website <https://cse.lk/pages/company-profile/company-profile.component.html?symbol=HNB.F.N0000>

1. Circular to Shareholders
2. Notice of Meeting including the guidelines to join the AGM virtually
3. Forms of Proxy for Voting and Non-Voting Shareholders
4. "Registration Form" for the AGM

5. "Request Form" for printed copy of the Annual Report.

Further, in terms of Articles of Association of the Company, the Board of Directors of the Company has determined that Circular to the Shareholders, Notice of Convening the 14th AGM, Form of Proxy and other relevant documents to the AGM be served to the Shareholders by publishing in the Company's Official Website and Website of the Colombo Stock Exchange. Further, publishing an advertisement in daily newspapers in all three languages, Sinhala, Tamil, and English, notifying the Date of 14th AGM of the Company and that all documents related to the AGM are accessible in Company's Official Website and CSE Website. Thereby any document related to the AGM will not be dispatched to the Shareholders via ordinary post or any other means, other than the Printed Annual Report in response to a request made under Section 7.5 of the Listing Rules of the Colombo Stock Exchange.

In the event you require assistance in accessing the above links or have any concern pertaining to the arrangement or if you have any queries, you may contact following persons any time between 10.00am to 4.00pm on any working day, on the following contact numbers and email addresses.

Name	Contact No	email
Ms. Menushi Pinidiya	+94 11 2177545	hnbfin.agm@hnbfinance.lk
Ms. Shashi Dela	+94 11 2176251	hnbfin.agm@hnbfinance.lk

**BY ORDER OF THE BOARD,
HNB FINANCE PLC**



**Manjula Weerasuriya
Company Secretary**

5 June 2024