

ANNUAL GENERAL MEETING

Notice is hereby given that the Seventeenth Annual General Meeting of Prime Finance PLC will be held as a virtual meeting on this 30th day of September 2021 at 10.00 a.m. to conduct the following business:

Agenda

1. Notice of meeting.
2. To receive and consider the Report of the Directors and the Statements of Accounts for the year ended 31 March 2021 together with the Report of the Auditors thereon.
3. To elect Mrs. L L C C Thambiah, as a Director in terms of Section 4(10) of the Finance Companies (Corporate Governance) Direction No. 03 of 2008.
4. To re-appoint Messrs. Ernst & Young, Chartered Accountants as the Auditors of the Company for the ensuing year and authorise the Directors to determine their remuneration.
5. To authorise the Board of Directors to determine contributions to charities and other donations for the year 2021/2022.

By order of the Board of Directors of
Prime Finance PLC
S S P Corporate Services (Private) Limited



Secretaries

Date: 27 August 2021

Note:

1. A shareholder entitled to attend and vote at the above meeting is entitled to appoint a proxy to attend and vote his/her behalf.
2. A proxy so appointed need not be a member of the Company.
3. A form of proxy accompanies this notice.

FORM OF PROXY

I/We*(please indicate full name) bearing

NIC No. of being a member/*members

of Prime Finance PLC hereby appoint:.....Mr/Mrs (please indicate full name) bearing

NIC No. of or failing him/her

Mr. M D S M Goonatilleke	of Colombo or failing him
Mrs. H K S R Perera	of Colombo or failing her
Mr. B Premalal	of Colombo or failing him
Mr. P A W Perera	of Colombo or failing him
Mr. H M Hennayake Bandara	of Colombo or failing him
Mr. D Kalapuge	of Colombo or failing him
Mr. M Perera	of Colombo or failing him
Mrs. K D S Fernando	of Colombo or failing her
Mr. R Randeniya	of Colombo or failing him
Mrs. L L C C Thambiah	of Colombo

as my/*our Proxy to represent me/*us and to vote as indicated below on my/*our behalf at the Annual General Meeting of the Company to be held on the 30 September 2021 and at any adjournment thereof and at every poll which may be taken in consequence of the aforesaid Meeting.

	For	Against
(1) To receive and consider the Report of the Directors and the Statements of Accounts for the year ended 31 March 2021 together with the Report of the Auditors thereon.		
(2) To elect Mrs. L L C C Thambiah, as a Director in terms of Section 4(10) of the Finance Companies (Corporate Governance) Direction No. 03 of 2008.		
(3) To re-appoint Messrs. Ernst & Young, Chartered Accountants as the Auditors of the Company for the ensuing year and authorise the Directors to determine their remuneration.		
(4) To authorise the Board of Directors to determine contributions to charities and other donations for the year 2021/2022.		

As witness my/our hand set hereto this day of Two Thousand and Twenty One.

Signature

Note:

Instructions as to completion appear on the reverse hereto. Please delete the inappropriate words, and mark 'X' in the appropriate cages to indicate your instructions as to voting.

A proxy need not be a member of the Company.

Instructions as to Completion of Form of Proxy

1. Kindly perfect the Form of Proxy by filling in legibly your full name and address, your instructions as to voting, by signing in the space provided and filling in the date of signature.
2. Please indicate with a 'X' in the cages provided how your proxy is to vote on the Resolutions. If no indication is given the Proxy in his/her discretion may vote as he/she thinks fit.
3. The completed Form of Proxy should be deposited at the Registered Office of the Company, No. 61, D S Senanayake Mawatha, Colombo 08, not less than 48 hours before the time appointed for holding the meeting.
4. If the form of proxy is signed by an attorney, the relative power of attorney should accompany the completed form of proxy for registration. If such power of attorney has not already been registered with the Company.

CIRCULAR TO THE SHAREHOLDERS

Dear Shareholder,

The Annual - Report Year 2020/2021

In view of the prevailing situation in the country, the Company will not be sending the Annual Report for the year 2020/21, in a CD-ROM. Alternatively we are sending you the following link, to enable you to access the Annual Report through the Investor Relations page of the Company website. You may also scan the QR code given below to directly access the Annual Report.

Link to the Website : <http://www.primefinance.lk/en/annual-reports>



If you require a printed copy of the said Annual Report, please provide a written request (attached hereto), to reach the Company not later than 16 September 2021. You may for this purpose complete and forward to us the attached Request Form. We shall then, within 8 (eight) market days of the date of our receipt of your request forward to you, a printed copy of the said Annual Report.

In the event that you require assistance in accessing the above link, you may contact the following persons any time between 8.30 a.m and 5.00 p.m any working day, on the following numbers.

Name	Contact Telephone Numbers
Mr. Asanka Sanjeewa	Mobile: +94713803718
Ms. Thamasha De Silva	Mobile: +94703467140

Your queries regarding the use of the link may also be referred via the Company's email address asanka@primefinance.lk

The Annual Report may also be accessed by Shareholders at the Company's website www.primefinance.lk

Shareholders are advised that the Notice convening the Annual General Meeting (AGM) of the Company, and the related Form of Proxy are also enclosed herewith and if any Shareholder is unable to attend the AGM, please return the Form of Proxy to us duly completed, to reach us not later than 48 hours, before the time fixed for the said meeting.

By order of the Board of Directors of
Prime Finance PLC
S S P Corporate Services (Private) Limited

A handwritten signature in black ink, appearing to read 'Debesa', written over a horizontal line.

Secretaries

27 August 2021

REQUEST LETTER

To: Prime Finance PLC
No. 61, D S Senanayake Mawatha,
Colombo 08

Dear Sir/Madam,

PRIME FINANCE PLC REQUEST FOR A PRINTED COPY OF THE ANNUAL REPORT

With reference to the Circular to Shareholders dated 27 August 2021 I/we hereby request you to please forward to me/us a printed copy of the Annual Report of Prime Finance PLC for the year 2020/2021.

Full Name of Shareholder	Shareholder Details
Shareholder's NIC/Passport	
Company Registration No.	
Shareholder's Address	
e-mail Address	
Shareholder's Folio No. (Please refer to address label)	
Contact Telephone Number	

.....
Signature Date

Notes:

1. Please complete the Request Letter legibly, sign and date the Letter in the space provided.
2. The Letter should be delivered to the above mentioned address or emailed via asanka@primefinance.lk or faxed via +94112679284 on or before 16 September 2021.
3. In the case of joint holders, the Letter may be executed by the registered Principal holder.
4. In the event the shareholder is a Company, the Letter may be executed under the Common Seal of the Company or by a duly authorised officer of the Company.

SUPPLEMENTARY NOTICE PRIME FINANCE PLC (PB 351 PQ) ANNUAL GENERAL MEETING

In view of the COVID -19 pandemic and following the issuance of guidelines by the CSE, the Board has now decided to proceed with the AGM using an online meeting platform.

Therefore, considering the exigency situation, the Board of Directors will conduct the AGM on 30th September 2021 as follows:

General Details

- (1) The Annual General Meeting of the Company will be held on 30 September 2021, at 10.00 a.m. as a virtual meeting in order to transact the business in the Notice of Meeting dated 27 August 2021.
- (2) The AGM will be held in compliance with principles set out in the Guidelines issued by the CSE for the hosting of Virtual Annual General Meetings.
- (3) All participants including shareholders and the key officials will participate via an online meeting platform. These measures are being adopted to observe 'social distancing' requirements to mitigate the dangers of spreading the virus.
- (4) Arrangements will be made for shareholders who wish to participate in the meeting in the AGM via an online meeting platform, with log in information being forwarded to shareholders in advance of the meeting.

In order to enable such facilities, shareholders who wish to participate in the meeting are requested to forward us their details, by duly completing the Annexe 1, (Registration of Shareholder Details) by emailing to the following address asanka@primefinance.lk or by post to reach the Company 48 hours prior to the time fixed for the meeting.

- (5) Shareholders will be given the opportunity to raise any questions or comments on the matters listed on the agenda of the meeting.
- (6) Voting on the items in the agenda will be registered by using an online meeting platform or a designated ancillary online application, which will be explained prior to the commencement of the meeting.
- (7) All individuals participating at the meeting remotely through an online meeting platform are required to identify themselves at the time of voting. Further, Individuals must also identify themselves when speaking at the Annual General Meeting during the time allotted for comments by shareholders as directed by the Chairman. At that point, the individual will be required to give his/her name and address for purposes of identification as a shareholder or proxy.
- (8) The Shareholders are also reminded that they have a right to appoint a member of the Board to act as their proxy if they so choose.
- (9) Shareholders who are unable to participate at the virtual meeting via the designated online meeting platform are invited to forward their suggestions, questions and concerns on the Agenda, to the following email address asanka@primefinance.lk or by post to reach the Company 48 hours prior to the time fixed for the meeting. The Board will ensure that they are discussed and addressed at the AGM if relevant.
- (10) All documents relating to the AGM must be forwarded to the Company by post or by email to the following email address asanka@primefinance.lk 48 hours prior to the time fixed for the meeting.
- (11) The Company intends to proceed to hold the Annual General Meeting as planned on the 30 September 2021, since the aforesaid measures will enable full participation.

By order of the Board of Directors of Prime Finance PLC
S S P Corporate Services (Private) Limited



Secretaries
27 August 2021

Note:

For any queries regarding this Supplementary Notice, please contact Mr. Asanka Sanjeewa, on +94713803718, during normal office hours (8.30 a.m. to 5.00 p.m.).

Membership No. /CDS Account No/NIC

PRIME FINANCE PLC – PB 351 PQ
ANNUAL GENERAL MEETING 2021
REGISTRATION OF SHAREHOLDER DETAILS

To: Prime Finance PLC
 No.61 D.S. Senanayake Mawatha,
 Colombo 08.

1. Full Name of the Shareholder :

2. Shareholder's Address :

3. Shareholder's NIC No. / Passport No. / Co. Reg No.:

4. Shareholder's Contact No. (Residence):..... 5. Mobile:.....

6. Name of the Proxy Holder:

7. Proxy holder's NIC No. / Passport No. / Co. Reg No.:

8. Proxy holder's Contact No. (Residence):..... 9. Mobile:.....

10. Shareholder's/ Proxy holder's E-mail:

11. Participation of the AGM Via an online platform: YES /NO

12. Name of Joint holder/s (If any):

1)

2)

13. National Identity card number/s of Joint holder/s:

Shareholder's Signature	Date	1st Joint holder's Signature	Date	2nd Joint holder's Signature	Date
----------------------------	------	---------------------------------	------	---------------------------------	------

Note:

- Shareholders are requested to provide their email address in the space provided in order to forward the web link if they wish to view the proceedings through an online platform.
- In the case of a Company/Corporation, the shareholder details form must be signed under its Common Seal which should be affixed and attested in the manner prescribed by its Articles of Association.
- In the case of a shareholder details form signed by an Attorney, the Power of Attorney must be deposited at the Registered Office of the Company for registration.