

# EQUITY INVESTMENT BANK UNIT TRUST FUNDS NOTICE OF THE NINTH ANNUAL GENERAL MEETING

Notice is hereby given to the Unit holders of the Equity Investment Bank Unit Trust Funds (comprising of Equity Investment Bank Money Market Fund and Equity Investment Bank Balanced Fund), that pursuant to Article 41 of the Trust Deeds of the Equity Investment Bank Unit Trust Funds the 9<sup>th</sup> Annual General Meeting (AGM) of Equity Investment Bank Unit Trust Funds will be held via electronic communication on **Wednesday 12<sup>th</sup> June 2024 at 11.00am** for the purpose of considering and, if thought fit, passing the resolutions set out below.

The Equity Investment Bank Unit Trust Funds shall convene the AGM virtually pursuant to Article 41 of the trust deed. The Unit holders will access information pertaining to the proposed resolutions, follow the meeting in the manner detailed below and vote electronically or by proxy. Unit holders may ask questions in advance of the meeting, as detailed below.

## AGENDA

### 1. CONSTITUTION OF THE MEETING

The Secretary to read the notice convening the meeting and determine if a quorum is present.

### 2. ORDINARY BUSINESS

To receive, consider and if deemed fit, adopt the Audited Financial Statements for the year ended **31<sup>st</sup> December 2023** together with Auditors' reports thereon.

### 3. ANY OTHER BUSINESS

To transact any other business that may legally be transacted at an annual general meeting, of which notice will have been duly received.



#### Adili Corporate Services Kenya

Secretary, Equity Investment Bank Ltd (Fund Administrator)  
P.O.Box 74454-00200  
Nairobi  
21<sup>st</sup> May 2024

## NOTES

- The Trustee of the Equity Investment Bank Unit Trust Funds has convened and shall be conducting this virtual general meeting pursuant to Article 41 of the Trust Deeds of the Equity Investment Bank Unit Trust Funds. The Trustee has appointed Image Registrars Limited to host the virtual AGM.
- In Accordance with Part VII of the Trust Deed, Unit holders are entitled to attend and vote at the AGM and are entitled to appoint a proxy to vote on their behalf. A proxy need not be a unit holder in the Equity Investment Bank Unit Trust Funds, the appointed proxy will need to access a mobile phone. A proxy form is attached to this Notice and is available on the Equity Group Holdings Plc website <https://equitygroupholdings.com/ke/investor-relations/eib> and shall be sent to the unit holders' email address. A proxy must be signed by the appointor, or his attorney duly authorized in writing, or if the appointor is a Company, either under seal (where applicable), or under the hand of an officer or attorney duly authorized by the Company. A completed form should be emailed to [AWM@equityinvestmentbank.co.ke](mailto:AWM@equityinvestmentbank.co.ke) or lodged with the Secretary at EQUITY CENTRE 9<sup>th</sup> floor, Hospital Road, not later than **4.00pm on Monday, 10<sup>th</sup> June 2024**.

Any person appointed as a proxy should submit his/her email to the Secretary not later than **4.00pm on Monday, 10<sup>th</sup> June 2024**. Any proxy registration that is rejected shall be communicated to the Unit holder concerned no later than **10.00am on Tuesday, 11<sup>th</sup> June 2024** to allow time to address any issues.

## BRITAM TOWERS, 9<sup>TH</sup> FLOOR, HOSPITAL ROAD, UPPER HILL

Tel: +254 763 000 000 | Email: [info@equitygroupholdings.com](mailto:info@equitygroupholdings.com) | [www.equitygroupholdings.com](http://www.equitygroupholdings.com)

Equity Investment Bank Limited is regulated by the Capital Markets Authority

- Any Unit holder wishing to participate in the meeting should register using either of the following:

#### a. Through the web portal

Members shall receive an email link which will enable them register via the web platform. For assistance, they should dial the following number: (+254) 709170000/24 between 8:00am to 5:00pm from Monday to Friday.

#### b. Unstructured Supplementary Service Data (USSD)

By dialing \*483\*903# on their Safaricom, Airtel and Telkom telephone lines or \*760# for Equitel telephone lines and following the prompts. In order to complete the registration process, unitholders will need to have their ID/Passport Numbers that were used to purchase their units and/or their member Number at hand. For assistance unitholders should dial the following helpline number: (+254) 709170000/24 between 8:00am to 5:00pm from Monday to Friday excluding public holidays.

- Registration for the AGM opens on **Thursday 23<sup>rd</sup> May 2024, at 9.00am** and will close on **Tuesday 11<sup>th</sup> June 2024 at 5.00pm**.

- Unit holders wishing to raise any questions or clarifications regarding the Agenda before the AGM may do so by:

#### a. Sending their written questions by email to [AWM@equityinvestmentbank.co.ke](mailto:AWM@equityinvestmentbank.co.ke); or

#### b. To the extent possible, physically delivering their written questions with a return physical address or email address to the registered office of Equity Investment Bank Limited at the Equity Investment Bank's Head Office situated at BRITAM TOWERS, 9<sup>th</sup> FLOOR, Hospital Road, Upper Hill, Nairobi. Unit holders must provide their full details (full names, Kenyan national identity card or Passport Number or Member Number) when submitting their questions or seeking clarifications.

All questions and requests for clarifications must reach Equity Investment Bank Limited on or before **Tuesday 11<sup>th</sup> June 2024 at 10.00am**.

Following receipt of the questions, the Trustee of Equity Investment Bank Unit Trust Funds shall provide written responses to the questions and clarifications received to the return physical address or email address provided by the Unit holder no later 5.00pm on **Tuesday 11<sup>th</sup> June 2024**.

- The AGM will be streamed live via a link which shall be provided to all unitholders who will have registered to participate in the AGM. Duly registered unitholders and proxies shall be able to join the meeting using the meeting link to be shared a day before the meeting.
- Duly registered Unit holders and proxies may vote upon registration for resolutions on a panel provided next to the live stream screen or by dialing \*483\*903# on their Safaricom, Airtel and Telkom telephone lines or \*760# for Equitel telephone lines and selecting the 'vote' menu.
- Results of the AGM shall be published at <https://equitygroupholdings.com/ke/investor-relations/eib> within 48 hours following conclusion of the AGM.
- Equity Investment Bank Limited Unit Trust Funds strongly encourages all Unit holders to monitor the Equity Group Holdings Plc website <https://equitygroupholdings.com/ke/investor-relations/eib> for further updates or changes in relation to the AGM.
- Unit holders can access the Audited Financial Statements for the year ended 31<sup>st</sup> December 2023 together with Auditors' reports thereon, the Agenda for the AGM at <https://equitygroupholdings.com/ke/investor-relations/eib>
- Time indicated on this Notice is East Africa Time (EAT).

