



Copyright Society of Botswana

## NOTICE OF THE ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the **COSBOTS Annual General Meeting (AGM)** for the members of the Company will be held in person on **SATURDAY 10, AUGUST 2024 AT 09:00HRS**. The **AGM** will be a live multi-location hybrid meeting streamed from Gaborone at BTV Auditorium at Mass Media Complex, connecting in real time to the following places:

- |                      |                               |
|----------------------|-------------------------------|
| <b>a.Francistown</b> | <b>-Cresta Thapama Hotel</b>  |
| <b>b.Palapye</b>     | <b>-Desert Sands Hotel</b>    |
| <b>c.Maun</b>        | <b>-Cresta Riley's Hotel</b>  |
| <b>d.Ghanzi</b>      | <b>-Ghanzi Community Hall</b> |

At which the following resolutions will be considered and, if deemed fit, passed with or without modification.

You will be asked to consider and vote on the resolutions below:

### ORDINARY BUSINESS:

- To receive and consider the consolidated report including:
  - Receive and consider the annual report of the Board of Directors
  - Corporate Governance Report
  - Director's responsibilities statement
  - Certificate by Company Secretary
- To receive and consider the company's Audited Financial Statement for the year ended **30 June 2023** together with the Auditor's Report.

### PROPOSED AS ORDINARY RESOLUTION:

- Release from liability of the members of the Board of Directors
- To appoint Auditors of the company to hold office from the conclusion of the meeting until the conclusion of the meeting at which the meeting which accounts are laid before the Company and authorise the Directors to determine the Statutory Auditor's Remuneration.

BY ORDER OF THE BOARD

DATE: 11 July 2024

Bonang Kabimba  
Board Secretary  
REGISTERED OFFICE: BAKER TILLY, PLOT 205,  
INDEPENDENCE AVENUE, MAIN MALL,  
GABORONE





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## 1. PROXIES

- a.** Only a member who is a natural person is entitled to appoint another natural person as his or her proxy to attend, speak and vote in his or her stead at a meeting of the Company.
- b.** Members which are not natural persons are not entitled to be represented by proxy as commonly understood, such members must instead be represented by a duly authorized representative of the juristic person concerned.
- c.** A member entitled to attend and vote at the meeting is entitled to appoint a proxy to attend, speak, and, on the poll, vote in his/her stead. A proxy need not be a member of the Company. The proxy form must be delivered to the Company 48 hours before the meeting, by completing and signing the proxy form attached separately and delivering such proxy form to the registered office of COSBOTS or by emailing COSBOTS administration ([info@cosbots.co.bw](mailto:info@cosbots.co.bw)), before the proxy can exercise any rights on behalf of the member at the **AGM**.
- d.** Any alterations or corrections made to this form of proxy must be initiated by the signatory/ies.
- e.** An instrument of proxy shall be valid for the **Annual General Meeting (AGM)** as well as for any adjournment thereof unless the contrary is stated thereon.
- f.** All participants at the meeting shall be required to present membership cards or reasonably satisfactory identification before they are admitted into the meeting.
- g.** Proxy forms can also be collected and dropped from Gaborone offices at **Plot 93, Unit 1, Gaborone International Commerce Park** and **Francistown Office, Plot 14014, Francistown**.

DATE: 11 July 2024

*B. Kabimba*

BY ORDER OF THE BOARD

Bonang Kabimba  
Board Secretary  
REGISTERED OFFICE: BAKER TILLY, PLOT 205,  
INDEPENDENCE AVENUE, MAIN MALL,  
GABORONE

