

The Company Secretary,
Kohat Cement Company Limited,
37-P, Gulberg II,
Lahore.
Tel: No. 042-35879160
Email: mis@kohatcement.com

Date: _____

Request for Video Conference Facility to attend EOGM

Dear Sir,

I, _____ (Name) S/D/W of _____
(Name/ Representative from), bearing CNIC No. _____ (copy
enclosed), having cell no. _____ & e-mail address
_____, being a member of Kohat Cement
Company Limited, holder of _____ (No.) Ordinary Shares as per CDC
Investor/Sub Account No. / Folio No. _____ hereby request the
Company to provide video conference facility at
_____(City) to participate in the Extra Ordinary
General Meeting to be held on Wednesday, June 29, 2022.

Signature of the member

Note:

Shareholder(s) holding at least 10% of the total paid up share capital may demand the Company to provide the facility of video-link for participating in the extra ordinary general meeting. The demand for video-link facility shall be received by the Company Secretary at the head office of the Company, 37-P, Gulberg II, Lahore, at least seven (7) days prior to the date of the meeting.