

Ref No.: MICL/HO/BoD/1047

Date: April 18, 2022

All TREC Holders of Dhaka Stock Exchange Limited
All TREC Holders of Chittagong Stock Exchange Limited
All Merchant Bankers

Subject: IPO Application Process of MEGHNA INSURANCE COMPANY LIMITED (MEGHNAINS).

Dear Concern,

Please accept our sincere thanks for participating in new IPO application process of **MEGHNA INSURANCE COMPANY LIMITED (MEGHNAINS)**. To complete the IPO application process successfully, you are requested to strictly follow the steps as mentioned in **Part-B, Conditions number 3-9 and 13-14** of Bangladesh Securities and Exchange Commission's consent letter no. **BSEC/CI/IPO-320/2021/790**, dated **April 3, 2022** in connection with **IPO of MEGHNA INSURANCE COMPANY LIMITED (MEGHNAINS)**. We are furnishing the following information/documents for your better understanding and ready reference.

Please be informed that you have to submit the following information and document to the respective stock exchanges within 03 (Three) working days from the date of subscription closing. The subscription will be opened on May 11, 2022 and will be closed on May 18, 2022. You have to submit the information/documents and full subscription amount through Electronic Subscription System (ESS) to respective stock exchange(s) on or before May 23, 2022.

1. Applicants' List (Text format with '~' separator):

Electronic copy of Applicants' list (Text format with Tilde '~' separator) in following format:

TREC Code / Merchant Bank Serial Number	DP ID (5 Digits)	Customer ID (Customer Trading code)	Name of the Applicant	BO ID No.	Applicant Category (RB/NRB/EMP)	Currency (BDT)	Applied amount	Security Code
								MEGHNAINS

• **For Example (data format):**

42~19000~8053~SANJARI SHARMIN~1201900004437926~RB~BDT~10000.00~MEGHNAINS
42~19000~8056~FATEMA BEGUM~1201900004437949~NRB~BDT~10000.00~MEGHNAINS
42~19000~11335~Mohammad Salim~1203810068396055~EMP~BDT~800000.00~MEGHNAINS

2. You can download the allotment data from ESS in text files as per the following format:

a) Electronic copy of Applicants' list (Text format with Tilde '~' separator) in following manner:

TREC Code/ M. Bank Serial #	DP ID (5 digits)	Customer ID (Customer Trading Code)	Applicant's name	BO ID No.	Applicant Category (RB/NRB/EMP)	Security Code	# of Shares /Units applied for	Currency (BDT)	Applied amount	# of allotted shares	Fine amount	Remarks
						MEGHNAINS						

• **For Example (data format):**

42~19000~8053~SANJARI SHARMIN~1201900004437926~RB~MEGHNAINS~1000~BDT~10000.00~0~1500~8500~CC10
42~19000~8056~FATEMA BEGUM~1201900004437949~NRB~MEGHNAINS~1000~BDT~10000~100~0~9000
42~19000~11335~Mohammad Salim~1203810068396055~EMP~MEGHNAINS~80000~BDT~800000~80000~0~0

- **Remarks CC09/CC10/CC11 means, applicant has violated condition number 09/10/11 of Part-A of BSEC consent letter no. BSEC/CI/IPO-320/2021/790, dated April 3, 2022.**

b) You can download BO wise allotment letter from ESS (one BO at a time), no signature required.

General Information:

1. Subscription for Resident Bangladeshi (RB) and Non Resident Bangladeshi (NRB):

All the eligible stockbrokers and merchant bankers will directly receive subscription for Resident Bangladeshi (RB) and Non Resident Bangladeshi (NRB) within subscription the period and submit the information/documents along with full subscription amount from **May 19, 2022 to May 23, 2022** through Electronic Subscription System (ESS) of the Stock Exchanges; The subscription period of the IPO of **MEGHNA INSURANCE COMPANY LIMITED** will be as follows:

Subscription Opens on: May 11, 2022

Subscription Closes on: May 18, 2022

BANK DETAILS FOR DEPOSITING SUBSCRIPTION MONEY:


Account Name	:	Dhaka Stock Exchange Limited
Bank Name	:	Mercantile Bank Limited
Account Number	:	135413134079404
Branch Name	:	Any branch in Bangladesh
Payment Mode	:	Pay Order/Demand Draft/B.B. Cheque

2. Service Charge:

The applicant shall pay Service Charge @Tk. 5.00 (Taka Five) per application at the time of submitting application (as per clause 17, Part-B of Bangladesh Securities and Exchange Commission Consent letter no. BSEC/CI/IPO-320/2021/790, dated April 3, 2022).

This is for your kind information and necessary action.

Thanking you,



Mohammad Abu Bakar Siddique
Chief Executive Officer

Distributions (Not listed in order of seniority):

1. Chairman, Bangladesh Securities and Exchange Commission, Securities Commission Bhaban, Plot # E-6/C, Agargaon, Sher-E-Bangla Nagar, Dhaka-1207
2. Managing Director, Dhaka Stock Exchange (DSE) Ltd., DSE Tower, House # 46 Road # 21, Nikunja, Dhaka - 1229.
3. Managing Director, Chittagong Stock Exchange (CSE) Ltd., Eunoos Centre (15th floor), 52-53 Dilkusha C/A, Dhaka-1000.
4. President, Bangladesh Merchant Bankers Association (BMBA), Saiham Sky View Tower (5th Floor), 45 Bijoy Nagar, Dhaka – 1000.

Enclosure:

1. Bangladesh Securities and Exchange Commission Consent letter no. BSEC/CI/IPO-320/2021/790, dated April 3, 2022.