

Ref: CLICL/HO/CS/24/2022

September 19, 2022

All TREC Holders of Dhaka Stock Exchange Limited;
All TREC Holders of Chittagong Stock Exchange Limited; and
All Merchant Bank.

Subject: IPO Application Process for CHARTERED LIFE INSURANCE COMPANY LIMITED.

Dear Sir,



Please accept our sincere thanks for participating in new IPO application process of **CHARTERED LIFE INSURANCE COMPANY LIMITED**. To complete the IPO application process successfully, you are requested to sincerely follow the steps as mentioned in Part-B (Page No. 4 to 7) of Bangladesh Securities and Exchange Commission's Consent Letter No. (BSEC/CI/PO-328/2022/926 dated August 22, 2022) in connection with the IPO of **CHARTERED LIFE INSURANCE COMPANY LIMITED**.

Please be informed that the following information and documents need to be submitted from your end within 03 (three) working days from the subscription closing date to the respective stock exchange(s). The subscription will be open on September 25, 2022 and closed on September 29, 2022 and you have to submit the information/documents and full subscription amount on or before October 04, 2022 through Electronic Subscription System (ESS) of the Exchanges.

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

Electronic copy of Applicants' List (text format with tilde '~' separator) in the following format:

TREC Code/ Merchant Bank Serial Number	DPID (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
								CLICL

For Example:

42~19000~8053~SANJARI SHARMIN~1201900004437926~RB~BDT~10000.00~ CLICL

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

a) The Electronic copy of Applicants' List (text format with tilde '~' separator) in the following manner:

TREC Code/M. Bank SI #	DPID	Customer ID (Customer Trading Code)	Applicant s' Name	BO ID No.	Applicant Category (RB/NRB/ EMP)	Security Code	# of Shar es/U nits appli ed for	Currency (BDT)	Applied Amount	# of Allotted Shares	Fine Amount	Net Refund Amount	Remarks
						CLICL							

For Example:

42~19000~8053~SANJARI SHARMIN~1201900004437924~RB~ CLICL~1000~BDT~10000~0~1500~8500~CC10

42~19000~8056~FATEMA BEGUM~1201900004437949~NRB~ CLICL~1000~BDT~10000~100~0~9000~

► Remarks CC09/CC10/CC11 means, applicant have violated BSEC Consent letter condition number 09/10/11 of Part-A

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

Listing

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General Information:

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

The all eligible stockbrokers and merchant bankers will directly receive subscription for Resident Bangladeshi (RB) and Non-Resident Bangladeshi (NRB) within the subscription period and submit the information/documents and full subscription amount from October 02, 2022 to October 04, 2022 through Electronic Subscription System (ESS) of the Exchanges:

Subscription Opens on: September 25, 2022

Subscription Closes on: September 29, 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
Mode of Payment : Pay Order/Demand Draft

02. 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's Consent Letter No. (BSEC/CI/PO-328/2022/926 dated August 22, 2022).

This is for your kind information and necessary action.

Thanking you,

Yours sincerely,



S. M. Ziaul Hoque
Chief Executive Officer (CEO)
Chartered Life insurance Company Limited