



Notice of Annual General Meeting

NOTICE IS HEREBY GIVEN that the 2018 Annual General Meeting of Stationery & Office Supplies Limited (the "Company") will be held on Tuesday, June 5, 2018 at 2:00 p.m. at the Knutsford Court Hotel Limited, 16 Chelsea Avenue, Kingston 5, Jamaica for the following purposes:

1. To receive the Company's Audited Accounts and the Reports of the Directors and the Auditors for the year ended December 31, 2017. To consider and (if thought fit) pass the following resolution:

Resolution No. 1 "THAT the Directors' Report, the Auditor's Report and the Statements of Account of the Company for the year ended December 31, 2017 be approved."

2. To appoint Auditors and authorize the Directors to fix the remuneration of the Auditors. To consider and (if thought fit) pass the following resolution:

Resolution No. 2 "THAT Mair Russell Grant Thornton, Chartered Accountants be and are hereby appointed Auditors of the Company to hold office until the next Annual General Meeting at a remuneration to be fixed by the Directors of the Company."

3. The Directors to retire from office pursuant Article 102 of the Articles of Incorporation are David McDaniel, Marjorie McDaniel, Allan McDaniel, Kerri Todd, Stephen Todd, Kelli Muschett, Anthony Bell, Richard Evan Thwaites and Gary Hendrickson.

Resolution No. 3 To approve the re-election of Directors recommended for appointment to the Board of Directors of the Company. To consider and (if thought fit) pass the following resolutions:

- a) "THAT retiring Director David McDaniel be and is hereby re-elected a Director of the Company."
- b) "THAT retiring Director Marjorie McDaniel be and is hereby re-elected a Director of the Company."
- c) "THAT retiring Director Allan McDaniel be and is hereby re-elected a Director of the Company."
- d) "THAT retiring Director Kerri Todd be and is hereby re-elected a Director of the Company."
- e) "THAT retiring Director Stephen Todd be and is hereby re-elected a Director of the Company."
- f) "THAT retiring Director Kelli Muschett be and is hereby re-elected a Director of the Company."
- g) "THAT retiring Director Anthony Bell be and is hereby re-elected a Director of the Company."
- h) "THAT retiring Director Richard Evan Thwaites be and is hereby re-elected a Director of the Company."
- i) "THAT retiring Director Gary Hendrickson be and is hereby re-elected a Director of the Company."

Dated this 20th day of April 2018

BY ORDER OF THE BOARD

Marjorie McDaniel
Secretary

REGISTERED OFFICE
23 Beechwood Avenue,
Kingston 5

A Member entitled to attend and vote at this meeting may appoint a Proxy to attend and vote in his/her stead. A Proxy need not be a Member of the Company. A Proxy Form is enclosed for your convenience. Completed Proxy Forms must be lodged at the Company's Registered Office at least forty-eight hours before the time appointed for holding the meeting. The Proxy Form shall bear the stamp duty of \$100.00 before being signed. The stamp duty may be paid by adhesive stamp(s) to be cancelled by the person executing the Proxy.