Ref.: BGCT/ADMIN - 434 /2026 Date: 31/10/2026

Circular

Subject: Change of Address of the City Office of BGC Trust

This is to inform all concerned that the City Office of Begum Gul Chemonara (BGC) Trust has been transferred to the new address mentioned below with effect from **01 November, 2026.**

All concerned are requested to use the new address for all future correspondence and official communications.

Old Address	New Address
BGC Trust City office Sanmar RL Park View A-6 (6th floor), 35/25 Jakir Hossain Road, Khulshi, Chittagong	**BGC Trust City office** **Sanmar RL Park View,** **A-10 (10th floor),** **35/25 Jakir Hossain Road,** **Khulshi, Chittagong**

All concerned institutions are requested to circulate this change of address to the relevant departments and sections of their respective institutions to ensure that all future communications are directed to the new address.

Your cooperation in this regard is highly appreciated.

For, Begum Gul Chemonara (BGC) Trust

31.10.2026

A F M Aktaruzzaman Kaisar
Chief Coordination Officer (CCO)
BGC Trust

Copy forwarded to (Not on the basis of seniority)**:**

1. Hon'ble Chairman, BGC Trust
2. Hon'ble Member, Board of Trustees, BGC Trust
3. Vice Chancellor, BGCTUB
4. Principal, BGCTMCH
5. Director, Medical Services, BGCTMCH
6. Director (Admin & Com), Alltex Group
7. Registrar, BGCTUB
8. Principal, BGC Academy (School & College)
9. Principal, Begum Osmanara College of Nursing
10. AGM (F &A), BGC Trust
11. AGM (Admin), BGC Trust Medical College
12. Sr Manager (HR &Admin), BGCTMCH
13. Dy Manager (Procurement), BGC Trust
14. Office Copy.