



SOCIETY OF TRUST & ESTATE PRACTITIONERS (SINGAPORE CHAPTER)

NOTICE IS HEREBY GIVEN THAT THE ANNUAL GENERAL MEETING OF THE SOCIETY  
WILL BE HELD AT SUNTEC CITY GUILD HOUSE, LEVEL 5, SUNTEC CITY MALL  
ON 30 JUNE 2008 AT 6.00PM.

### AGENDA

To receive, consider and, if thought fit, to adopt the following:

1. ADOPTION OF MINUTES OF THE LAST AGM  
That the Minutes of the Annual General Meeting held on 25<sup>th</sup> June 2007 be accepted by members of the Society.
2. FINANCIAL STATUS OF SOCIETY  
Presentation and approval of the accounts for the period 1 April 2007-31 March 2008.
3. APPOINTMENT OF OFFICE BEARERS  
That office bearers of the Society be appointed for the forthcoming one-year period from the date of this AGM.
4. CONSTITUTIONAL AMENDMENTS  
The Constitution be updated and amended to provide for a formal nomination procedure as well as other items, with the amendments set out in italics and strikethrough in the attached. Adoption of the proposed amendments is governed by clause 13.2 of the Constitution wherein a 2/3 majority of members present and the approval of the Registrar of Societies are both required.
5. REAPPOINTMENT OF AUDITORS  
That Rama & Co be re-appointed as auditors of the Society for a further 1-year term.
6. UPDATE ON PAST AND UPCOMING ACTIVITIES OF THE SINGAPORE BRANCH
7. ANY OTHER BUSINESS

Should any member have any other matters to be raised, please notify the Secretariat no later than 12pm on Monday, 16 June 2008 so that the matter can be circulated to members in sufficient time prior to the AGM.

DATED THIS 2<sup>nd</sup> DAY OF JUNE 2008

Gurbachan Singh  
Secretary  
Society of Trust & Estate Practitioners (Singapore Chapter)

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#### REPLY FORM (please reply by 16 June 2008)

Refreshments will be served after the AGM. To facilitate the catering and seating arrangements, please complete the Reply Form below and return it via fax (63299699), normal mail (STEP Secretariat, 7 Raffles Place, #07-01 Bharat Building, Singapore 048617) or email [secretariat@step.org.sg](mailto:secretariat@step.org.sg).

I will / will not\* be attending the Annual General Meeting on 30 June 2008. *\*delete as applicable*

Name: \_\_\_\_\_ Membership Number: \_\_\_\_\_

Email: \_\_\_\_\_ Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_