



SOCIETY OF TRUST & ESTATE PRACTITIONERS (SINGAPORE CHAPTER)

NOTICE IS HEREBY GIVEN THAT THE ANNUAL GENERAL MEETING OF THE SOCIETY
WILL BE HELD AT SHENTON ROOM, M HOTEL SINGAPORE, 81 ANSON ROAD
ON 30 JUNE 2009 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 30th June 2008 be accepted by members of the Society.
2. FINANCIAL STATUS OF SOCIETY
Presentation and approval of the accounts for the period 1 April 2008-31 March 2009.
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

Nomination Procedure

In respect of Item 4 above, while nominations may still be accepted at the Annual General Meeting, members are strongly encouraged to use the **attached nomination form** and abide by the procedure stated therein, including to ensure that the nomination forms reach the Secretary *no later than 12 noon on 23 June 2009* and that the consent of the Candidate is obtained in writing.

Should any member have any other matters to be raised, please notify the Secretariat no later than 12pm on Tuesday, 16 June 2009 so that the matter can be circulated to members in sufficient time prior to the AGM.

DATED THIS 1 DAY OF JUNE 2009

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

REPLY FORM (please reply by 16 June 2009)

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.

I will / will not* be attending the Annual General Meeting on 30 June 2009. **delete as applicable*

Name: _____ Membership Number: _____

Email: _____ Tel: _____ Fax: _____

Mailing Address: _____