



# Association of Employment Agencies (Singapore)

9 Jalan Kukoh #03-77 Singapore 160009  
Tel: 6836 2618 Fax: 6836 2690  
Website: <http://aeas.org.sg> Email: [aeas.org@gmail.com](mailto:aeas.org@gmail.com)

14 March 2019

**NO PROXIES**

To: Members

Via post and email

## **NOTICE OF 17TH ANNUAL GENERAL MEETING (AGM)**

Notice is hereby given that the AGM 2019 of AEA(S) will be held on:

**Date : 28 March 2019 (Thursday )**  
**Time : 2.30 – 2.55 pm (Registration)**  
**3.00 pm (Commencement of AGM)**  
**Venue : THE MARITIME HALL**  
**Seacare Building, Level 4**  
**52 Chin Swee Road**  
**Singapore 169875**

### **The business to be transacted at the Meeting is as follows:**

1. President's Address.
2. To confirm the minutes of the last Annual General Meeting held on 28 Mar 2018.
3. To receive the Annual Report of the Management Committee for 2018.
4. To receive the Financial Statements for the year ended 31 Dec 2018.
5. To amend the Constitution Clause 10.1.1,14.1,14.2,15.4
6. Election of Management Committee for the following term 2019-2021.
7. Election of 2 Honorary Auditors for the following term 2019-2021.
8. To appoint an External Auditor for the following year.
9. To transact any other business.

### **NOTES**

1. *Clause 12.3 (f) - Any member who wishes to place an item on the agenda of an Annual General Meeting may do so provided he gives notice to the Secretary 10 days before the meeting is held.*
2. *Clause 11.4 - Unless otherwise stated in this Constitution, voting by proxy shall not be allowed at any General Meetings.*
3. *Registration will close 5 minutes before AGM commences. Membership Card / NRIC must be presented for verification.*
4. *Payments for Membership renewal to reach the Treasurer on / before 19 March 2019 by 5.30pm to be eligible for attendance at the AGM.*
5. *Membership applications will close temporarily from 20 March 2019 – 5 April 2019.*
6. **Audited Accounts for the Financial Year ending 31 December 2018 will be made available on our AEA(S) website: [www.aeas.org.sg](http://www.aeas.org.sg) by 21 March 2019 .**
7. *Refreshments will be served.*

Thank you.

**Christopher Teo**  
Secretary, MC 2017-2019 AEA(S)



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**NO PROXIES ALLOWED**

### Response Slip: Notice of 17<sup>th</sup> Annual General Meeting (AGM)

I would like to attend the AGM on 28 March 2019  (please tick)

Name: \_\_\_\_\_  Member

Name: \_\_\_\_\_  Supplementary Member

Name of Agency: \_\_\_\_\_

Membership no: \_\_\_\_\_ Contact No: \_\_\_\_\_ Signature: \_\_\_\_\_

*Kindly reply via email: [aeas.org@gmail.com](mailto:aeas.org@gmail.com) or fax to 6836 2690 no later than 25 March 2019.*