

**PERSATUAN ALUMNI HENLEY SELANGOR & WILAYAH PERSEKUTUAN
HENLEY ALUMNI ASSOCIATION - SELANGOR & WILAYAH PERSEKUTUAN**

Date : 11th April 2025

**TWENTY-FIFTH ANNUAL GENERAL MEETING
TO BE HELD ON SATURDAY 17TH May 2025**

Our Twenty-Sixth Annual General Meeting (AGM) will be held on Saturday, 17th May 2025. It shall commence at **2 pm** Ebara Pumps Malaysia Sdn Bhd's office at Subang Jaya. It shall be a hybrid meeting physically at Subang and via Zoom for the outstation attendees.

The purposes of the AGM are:

- (a) To receive from the Executive Committee a report of the activities of the Alumni during the preceding year.
- (b) To receive and adopt the audited Statement of Accounts for the year ended 31 December 2024.
- (c) To new Executive Committee and to elect two Honorary Auditors for the coming year.
- (d) To elect new office bearers for the Association for the 2025-2027 sessions.
- (e) To decide on any resolution which may be duly submitted to the general meeting as provided under Article 9, Clause 9.10

We are required to have at least one half of the total voting membership of the Alumni or twice the number of members of the Executive Committee at the AGM to constitute a quorum.

In the event of there being no quorum, those present shall be considered a quorum, but they shall have no power to alter, amend to make additions to any clause of the existing Constitution.

Any member who wishes to place an item on the Agenda of the General Meeting may do so provided the member gives notice to Mr. Simon Lee Kee Chew one (1) week before the meeting is due to be held. The proposed motion must be supported by two members.

Your support and commitment are vital for our Association to prosper/progress. Therefore, please come forward to assist us in completing the followings:

- Form HAA2003 – Confirmation of your attendance at the AGM and details of items you may wish to add to the agenda

The form must be returned to us latest by 10th May 2025.

We need your kind support for the AGM.

Yours sincerely,

Simon Lee Kee Chew
(Honorary Secretary)

**PERSATUAN HENLEY ALUMNI – SELANGOR & WILAYAH PERSEKUTUAN
(HENLEY ALUMNI ASSOCIATION - SELANGOR & WILAYAH PERSEKUTUAN)**

**NOTIFICATION OF ATTENDANCE AT THE TWENTY-FIFTH AGM
ON SATURDAY 17TH MAY 2025**

I can / cannot attend the AGM:

Name: _____ Telephone: _____
Address: _____ Fax: _____

Signature: _____
e-Mail: _____ Date: _____

I hereby attach the following:

Please ✓ in the box

- I hereby request that the following item(s) be added to the agenda:

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Please return to:

Simon Lee Kee Chew (Honorary Secretary)
Henley Alumni Association, Selangor & Wilayah Persekutuan
c/o All-Media Technology Integration (M) Sdn. Bhd.
68-2, 1st & 2nd Floor, Jalan PJU 8/5B, Damansara Perdana,
47820 Petaling Jaya, Selangor Darul Ehsan.
Tel : 6-03-80236622 Fax: 6-03-80239355
e-mail : lee.simon@ebara.com

For further information, please contact :
Dato' Yap Kuak Fong - Chairman (012-2839338),
Simon Lee Kee Chew - Hon. Secretary (019-311 1662)

PLEASE REPLY BY 10th MAY 2025
THANK YOU