



THE MALAYSIAN INSTITUTE OF ARBITRATORS

Room 11 Level 2, Bangunan Sulaiman, Jalan Sultan Hishamuddin, 50000 Kuala Lumpur
Tel: (603) 2271 1063 Fax: (603) 2271 1064 Email: info@miarb.com / miarb.secretariat@gmail.com

Our Ref: MIArb/AGM/2019-2020

14 June 2019

TO: ALL Members,

- 1) Notice of Annual General Meeting 2019 (“AGM”)
- 2) Election of Council

We enclose herewith:-

- 1) Notice of the 27th Annual General Meeting 2019/2020; and
- 2) Nomination papers for the election of respective Office Bearers (namely President, Deputy President, Vice President, Honorary Secretary and Honorary Treasurer) and 4 Ordinary Council members for 2019/2021 pursuant to Clauses 15.5 to 15.7 of the Rules of the Institute.

Please note that the completed **Nomination Form(s)** must be received by the Secretariat **by 6.00 pm on 27 June 2019 (Thursday)**. Members are reminded that they have to settle their 2019 subscription to be eligible to vote or stand as a candidate in the election, or as a Proposer or Seconder for any candidate in the election.

Members are encouraged to stand for office to enable the Institute to operate effectively as the effectiveness and standing of the Institute will depend on the active support of the general membership. Members should make every effort to be present to ensure quorum for the Annual General Meeting can be met.

In order to facilitate the catering of refreshments, we would appreciate if you could confirm your attendance by returning the Reply slip via **EMAIL/FAX** by **27 June 2019**. Refreshments will be served from 5.30 pm onwards. We look forward to your attendance and support at the Annual General Meeting on 4 July 2019.

Yours sincerely,

Wan Syarihah Razman
Honorary Secretary

REPLY SLIP

To: The Honorary Secretary, MIArb

Fax: 603-2271 1064

Email: info@miarb.com /
miarb.secretariat@gmail.com

I, _____ M/ship No. _____
confirm that I will be attending the **Annual General Meeting on 4 July 2019 (Thursday) at 6.00 p.m.**
at AIAC Hearing Room 9, First Floor, Bangunan Sulaiman, Jalan Sultan Hishamuddin, 50000
Kuala Lumpur.

Signature :

Date:



INSTITUT PENIMBANGTARA
M A L A Y S I A

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NOTICE OF 27TH ANNUAL GENERAL MEETING 2019

Our Ref: MIArb/AGM/(2019/2020)

14 June 2019

TO: ALL Members,

NOTICE IS HEREBY GIVEN THAT THE 27TH ANNUAL GENERAL MEETING of the Institute will be held as follows:

Date : 4 July 2019 (Thursday)

Time : 6.00 p.m.

**Venue : AIAC Hearing Room 9, First Floor, Bangunan Sulaiman
Jalan Sultan Hishamuddin, 50000 Kuala Lumpur**

AGENDA

1. President's Message.
2. To confirm Minutes of the 26th Annual General Meeting for the year 2017/2018.
3. To receive the Council's report on the working of the Institute during the year 2018/2019.
4. To receive the Treasurer's report and the Audited Accounts of the Institute for Financial Year Ended 31st December 2018.
5. Election of Office Bearers and Ordinary Council Members for the year 2019/2021 pursuant to Rules 15.5 to 15.7 of the Rules of the Institute in respect of the following position:
 - (a) President
 - (b) Deputy President
 - (c) Vice President
 - (d) Honorary Secretary
 - (e) Honorary Treasurer
 - (f) Four (4) Ordinary Council Members
6. To appoint two (2) Honorary Auditors for the year 2019/2020.
7. To re-appoint the External Auditors, M/s Wong Weng Foo & Co.
8. To deal with such other matters as may be presented.

Wan Syarihah Razman
Honorary Secretary