



THE MALAYSIAN INSTITUTE OF ARBITRATORS

Unit 508, Lobby 2, 5th Floor, Block A, Damansara Intan, Jalan SS20/27,
47400 Petaling Jaya, Selangor Darul Ehsan, Malaysia.

Tel (603) 77265311 Fax (603) 77265322 Email: info@miarb.com

Our Ref: MIArb/AGM/2015-2016

Date: 1 June 2015

TO: ALL Members,

- 1) Annual General Meeting 2014/2015
- 2) Election of Council

We enclose herewith:-

- 1) Notice of the Annual General Meeting 2014/2015; and
- 2) Nomination papers for election of the respective Office Bearers (namely the President, Deputy President, Vice President, Honorary Secretary and Honorary Treasurer) and 3 ordinary Council members for 2015/2017 pursuant to Clauses 15.5 to 15.7 of the Rules of the Institute.

Please note that the completed **Nomination Form** must be received by the Secretariat **by 6.00 pm on 16 June 2015 (Tuesday)**. Members are reminded that they have to settle their 2015 subscription to be eligible to vote or stand as a candidate in the election, or as a Proposer or Secunder 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 catering for refreshments, we would appreciate if you could confirm your attendance by **16 June 2015** by **EMAIL/FAXING** the attached Reply Slip. Refreshments will be served from 5.30 pm onwards. We look forward to your attendance and support at the Annual General Meeting on 23 June 2015.

Thank you.

Yours sincerely,

Hor Shirley
Honorary Secretary

REPLY SLIP

To: The Honorary Secretary, MIArb

Fax : 603-77265322

Email: info@miarb.com

I, _____ M/ship No. _____
confirm that I will be attending the Annual General Meeting on 23 June 2015 (Tuesday) at 6.00 p.m. at the MIArb Office, Unit No. 508, Lobby 2, 5th Floor, Block A, Damansara Intan, Jalan SS20/27, 47400 Petaling Jaya, Selangor.

Signature :

Date:.....



THE MALAYSIAN INSTITUTE OF ARBITRATORS

Unit 508, Lobby 2, 5th Floor, Block A, Damansara Intan, Jalan SS20/27,
47400 Petaling Jaya, Selangor Darul Ehsan, Malaysia.
Tel (603) 77265311 Fax (603) 77265322 Email: info@miarb.com

NOTICE OF ANNUAL GENERAL MEETING 2015

Our Ref: MIArb/AGM/2015-2016

Date: 1 June 2015

TO: ALL Members,

NOTICE IS HEREBY GIVEN THAT THE 23rd ANNUAL GENERAL MEETING of the Institute will be held as follows:


Date : 23 June 2015 (Tuesday)

Time : 6.00 p.m.

Venue : MIArb Office, Unit No. 508, Lobby 2, 5th Floor, Block A, Damansara Intan, Jalan SS20/27, 47400 Petaling Jaya, Selangor

AGENDA

1. President's Message.
2. To confirm Minutes of the 22nd Annual General Meeting for the year 2013/2014.
3. To receive the Council's report on the working of the Institute during the year 2014/2015.
4. To receive the Treasurer's report and the audited accounts of the Institute for the year ending 31st December 2014.
5. To elect Council members for the year 2015/2017.
 - 5.1 Election of Office Bearers and Council Members for the year 2015/2017 pursuant to Clauses 15.5 to 15.7 of the Rules of the Institute in respect of the following positions:-
 - a) President
 - b) Deputy President
 - c) Vice President
 - d) Hon. Secretary
 - e) Hon. Treasurer
 - f) Three (3) Ordinary Council Members
6. To appoint two (2) Hon. Auditors for the year 2015/2016.
7. To re-appoint the External Auditors M/s. Wong Weng Foo & Co.
8. To deal with such other matters as may be presented.


Hon. Shirley
Honorary Secretary