

## NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS GIVEN that the **Annual General Meeting** of National Precast Concrete Association Australia Limited will be held at Sir Stamford Circular Quay, Sydney on **11 November 2016 at 10.10am**.

### **Agenda Items:**

The following will be considered for resolution:

1. Acceptance of Minutes AGM 2015.
2. Acceptance of the Company accounts for the year ended 30 June 2016.
3. Election of 2016-17 Directors and Officers.
4. Appointment of Auditors.
5. General business (see below).
6. Such other business as determined by the Directors.

### General business

General business of the meeting is to consider, any General Business raised for consideration by any member who provides written notice to the Directors not less than 21 days prior to the Annual General Meeting dealing with any business other than the Ordinary Annual Business and Additional Business listed above.

### Proxies

A Member of the Company who is entitled to attend and vote at the meeting has a right to appoint a proxy. The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a poll. A proxy may but need not be a member of the Company.

For an appointment of a proxy to vote at the meeting of the Company's members to be effective, the following documents must be received by the Company at least forty-eight (48) hours before the meeting, or, in the case of a poll, not less than twenty-four (24) hours before the time appointed for the taking of the poll:

- (a) The proxy's appointment (please contact CEO if Form of Proxy is required).
- (b) If the appointment is signed by the appointor's attorney – the authority under which the appointment was signed or a certified copy of the authority.

The Company will have received the proxy documents when they are received by post at the National Precast registered office (Suite 2, 13 Brighton Road, Glenelg, SA, 5045) or by email ([exec@nationalprecast.com.au](mailto:exec@nationalprecast.com.au)).

### **BY ORDER OF THE BOARD OF DIRECTORS**

Sarah Bachmann

CEO                      September 2016

