



**PERSATUAN KERTAS MALAYSIA  
MALAYSIA PAPER ASSOCIATION**

4307/88 (Selangor)

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Registered address: 305 (Suite 1) Block E Phileo Damansara 1, No. 9 Jalan 16/11  
Off Jalan Damansara, 46350 Petaling Jaya, Selangor Darul Ehsan.  
Telephone: 03-7665 1873 Facsimile: 03-7665 1739

31 May 2019

Dear Members,

**26<sup>TH</sup> ANNUAL GENERAL MEETING (“AGM”)**

We wish to inform that the **26<sup>TH</sup> ANNUAL GENERAL MEETING (AGM)** of the **PERSATUAN KERTAS MALAYSIA (MALAYSIA PAPER ASSOCIATION) 4307/88 (Selangor)** has been scheduled as follows:

Date	:	<b>Friday, 21 June 2019</b>
Time	:	<b>4.00 p.m.</b>
Venue	:	<b>Empire Hotel Subang Jalan SS 16/1, SS 16 47500 Subang Jaya Selangor Darul Ehsan.</b>

**This is an election year for the AGM to select a new Executive Committee line up to manage the Association for the next two years ie from the years June 2019 up to June 2021.**

The AGM will be held from 4.00 p.m. to 7.00 p.m. This will be followed by a “Hari Raya Buffet Dinner” at Kitchen Art Brasserie, Coffee House, Empire Hotel Subang.

Networking and refreshments will be served from 3.30 pm onwards. All are welcome to join early!

Please find the following attachments for your kind attention:

- Attendance reply slip (*should reach us **not later than 12 June 2019***)
- Notice of Annual General Meeting
- Audited Financial Statement for the Financial Year Ended 31 December 2018
- Form of Proxy
- Nomination Form
- Map to Empire Hotel Subang

Kindly ensure that your annual subscription fees are fully paid up to 2019 to enable you to be a Member in benefit to attend the said AGM and to cast your votes during the abovementioned 26<sup>th</sup> Annual General Meeting. **Enclosed herewith is the Member Fees Subscription Form for your reply (if applicable)**

Should you require any further information or clarification, kindly contact the undersigned at 011-211 83891 or Ms Windy at 03-7665 1873.

Yours sincerely  
PERSATUAN KERTAS MALAYSIA  
(MALAYSIA PAPER ASSOCIATION)  
4307/88 (Selangor)

  
Manmohan Singh A/L Ram Singh  
Honorary Secretary

Encl...



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**26<sup>TH</sup> ANNUAL GENERAL MEETING**

**REPLY SLIP**

Please reply by 12 June 2019, Wednesday @ 4.00 p.m.  
by fax 03-7665 1739 or email : secretariat@mcmillanwoods.com

I am able / unable to attend the 26<sup>TH</sup> ANNUAL GENERAL MEETING 2019 of PERSATUAN KERTAS MALAYSIA (MALAYSIA PAPER ASSOCIATION) 4307/88 (Selangor) to be held on 21 June 2019, Friday at 4 p.m.

Name of Company :

Name of Representative :

Signature &  
Company stamp :

Date :

*(Please note that only one (1) representative per Company is required to attend the AGM and Dinner on FOC basis. For additional Company representatives attending will be charged at RM 100.00 per pax).*

**THIS SECTION TO BE COMPLETED IF ADDITIONAL COMPANY REPRESENTATIVES ARE ATTENDING**

We forward herewith a cross cheque issued in favour of "Malaysia Paper Association" being our payment for the following additional Company representatives attending the AGM:

Name : Mr/Mrs/Ms 1. \_\_\_\_\_ 2. \_\_\_\_\_

3. \_\_\_\_\_ 4. \_\_\_\_\_

Cheque No : \_\_\_\_\_ Amount Paid : RM \_\_\_\_\_

Bank : \_\_\_\_\_

Authorised Signatory : \_\_\_\_\_ Company chop:

**NOTE: PLEASE BE PUNCTUAL FOR THE FULL PROGRAMME FOR THE DAY.  
YOUR KIND ATTENDANCE TO THIS AGM WILL BE GREATLY APPRECIATED.**



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**NOTICE IS HEREBY GIVEN** that the **TWENTY SIXTH ANNUAL GENERAL MEETING** of the Association will be held on **Friday, 21 June 2019, at 4.00 p.m.** at **Empire Hotel Subang, Jalan SS 16/1, SS 16, 47500 Subang Jaya, Selangor Darul Ehsan.**

**AGENDA**

1. To confirm the Minutes of the Twenty Fifth Annual General Meeting;
2. To receive and adopt the Annual Report;
3. To receive and adopt the Audited Financial Statements for the year ended 31 December 2018;
4. To dissolve the office bearers for the year 2017/2019;
5. To elect the office bearers for the year 2019/2021;
6. To appoint two Honorary Internal Auditors for the coming year;
7. To re-appoint the External Auditors under Article 11(3) of Constitution of The Malaysia Paper Association;
8. To deal with resolutions proposed by the members (if any); and
9. Any other business.

By order  
**PERSATUAN KERTAS MALAYSIA  
(MALAYSIA PAPER ASSOCIATION)**  
4307/88 (Selangor)

A handwritten signature in black ink, appearing to be 'f sr', is written over the typed name of the Secretary.

**MANMOHAN SINGH A/L RAM SINGH**  
Honorary Secretary

Dated this 31 May 2019



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**FORM OF PROXY  
TWENTY SIXTH ANNUAL GENERAL MEETING**

I/We, \_\_\_\_\_ of \_\_\_\_\_ a  
member of Malaysia Paper Association, do hereby appoint  
\_\_\_\_\_ as our proxy to vote for us at the Twenty Sixth  
Annual General Meeting to be held on Friday , 21 June 2019, at 4.00 p.m. at Empire  
Hotel Subang, Jalan SS 16/1, SS 16, 47500 Subang Jaya, Selangor Darul Ehsan and  
any adjournment thereof.

Dated this \_\_\_\_\_ day of \_\_\_\_\_

Authorised Signatory;

\_\_\_\_\_  
Name:  
Designation:

Date: \_\_\_\_\_

Company's Stamp

*The proxy form must be deposited at the Registered Office of the Association not less than 48 hours before the time set for the holding of the meeting or at any adjournment thereof.*



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**ELECTION OF MEMBERS TO THE EXECUTIVE COMMITTEE  
FOR THE YEAR 2019/2021**

We \_\_\_\_\_, being the member registered with Association hereby nominate the following(s) for election to the Executive Committee of the Association at the forthcoming Twenty Sixth Annual General Meeting to be held on Friday, 21 June 2019 at Empire Hotel Subang, Jalan SS 16/1, SS 16, 47500 Subang Jaya, Selangor Darul Ehsan at 4.00 p.m. and at any adjournment thereof.

	Proposed name(s)	Company's name	*Proposed Position
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			

*\*Please indicate – President, Vice-president, Honorary Secretary, Honorary Assistant Secretary, Honorary Treasurer, Honorary Assistant Treasurer or Five (5) Executive Committee Member.*

*Kindly note that all nominees are to ensure that there are no outstanding annual subscription fee as stated in Article 5(4) of Constitution.*

Authorised Signatory;

Name:

Designation:

Date: \_\_\_\_\_

Company's Stamp

The nomination form must be deposited at the Registered Office of the Association not less than 48 hours ( ie before 19<sup>st</sup> June 2019 – 4.00 p.m. ) before the time set for the holding of the meeting or at any adjournment thereof.

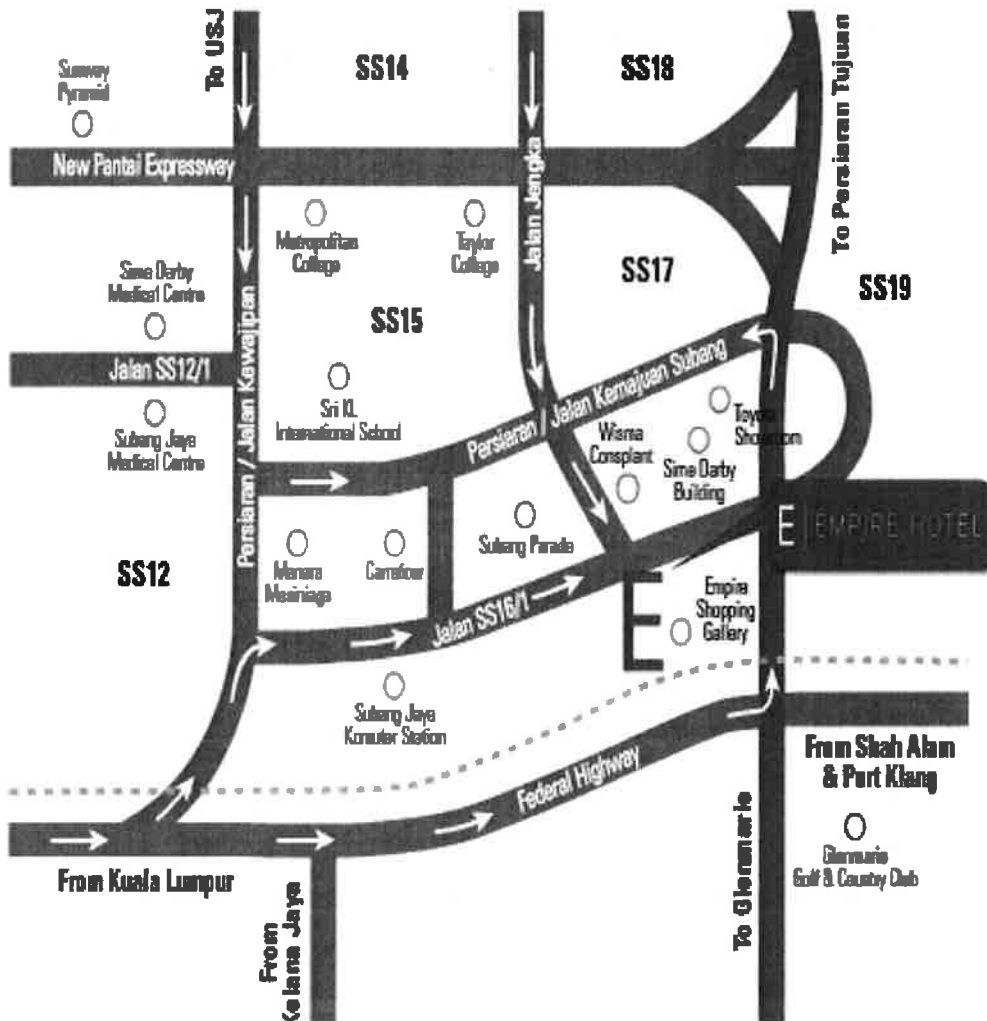


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## MAP OF EMPIRE HOTEL SUBANG





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46350 Petaling Jaya, Selangor Darul Ehsan, Malaysia.  
Tel: 603 7665 1873 Fax 603 7665 1739

Dear Members,

**MEMBERSHIP FEE FOR YEAR 2019**

We are pleased to inform you that the Registrar of Society (ROS) has approved a Lifetime subscription fees, which is set at RM3,000.00 (for Ordinary Members) and RM3,500.00 (for Associate Members) to be effective from 17 May 2017. The Lifetime Subscription Fees can also be paid in two (2) equal installments over a period of two (2) consecutive calendar years. All members are encouraged to convert their current membership to Life Membership.

We would appreciate if you could kindly forward us your payment for your membership fees as follows:

Annual Subscription Fees	- RM300.00 (Ordinary)	-RM350.00 (Associate)
**Lifetime Subscription Fees	- RM3,000.00 (Ordinary)	-RM3,500.00 (Associate)

*(\*\* Lifetime subscription fees may be paid in two (2) equal installments over a period of two (2) consecutive calendar years)*

Cheques should be made payable to "**Malaysia Paper Association**" and may be forwarded to the Honorary Treasurer at the registered address stated below:

Malaysia Paper Association  
305 (Suite 1) Block E, Phileo Damansara 1  
9, Jalan 16/11, Off Jalan Damansara  
46350 Petaling Jaya, Selangor Darul Ehsan

We look forward to your continuous support.

Yours sincerely  
For and on behalf of  
**Malaysia Paper Association**  
**Ms Yvonne Yap**  
**Honorary Treasurer**

**REPLY SLIP**

We, \_\_\_\_\_ hereby enclosed RM \_\_\_\_\_  
(Cash/Cheque No.: \_\_\_\_\_), being the payment of

Annual Subscription Fees for year 2019  
 Lifetime Subscription Fees

Company Stamp

Authorised signatory: \_\_\_\_\_

All cheques should be made payable to "**Malaysia Paper Association**" and forwarded to the above address before 12 June 2019

**PLEASE IGNORE THIS STATEMENT SHOULD PAYMENT HAVE BEEN MADE**

