



**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 1738 Facsimile: 03-7665 1739

Date: 31 May 2023

Dear Members,

**THIRTIETH (30<sup>TH</sup>) ANNUAL GENERAL MEETING (“AGM”)**

We wish to inform that the 30<sup>th</sup> Annual General Meeting (“AGM”) of PERSATUAN KERTAS MALAYSIA (MALAYSIA PAPER ASSOCIATION) 4307/88 (Selangor) has been scheduled as follows:

Date	:	<b>Thursday, 22 June 2023</b>
Arrival Time	:	<b>4.30 p.m.</b>
Venue	:	<b>Crown Meeting Room</b> Empire Hotel Subang Empire Subang, Jalan SS16/1 47500 Subang Jaya Selangor Darul Ehsan

The AGM will be held from 4.30 p.m. to 6.30 p.m. This will be followed by Dinner Buffet at Kitchen Art Brasserie, Empire Hotel Subang at 6.30 p.m.

Please find the following attachments for your kind attention:

- Notice
- Attendance reply slip (should reach us not later than 15 June 2023)
- Form of Proxy

Kindly ensure that your annual subscription fees are fully paid up to 2023 to enable you to be a member in benefit to cast your votes during the abovementioned 30<sup>th</sup> Annual General Meeting. Enclosed herewith the Member Fees Subscription Form for your reply (if applicable).

Should you require any further information or clarification, kindly contact the undersigned at 013-390 2233 or Ms Vindy at 03-7665 1738.

By order of the Executive Committee  
**PERSATUAN KERTAS MALAYSIA  
MALAYSIA PAPER ASSOCIATION**  
4307/88 (Selangor)

A handwritten signature in black ink, appearing to read 'Andrew Pang'.

**Mr Andrew Pang  
Honorary Secretary**

Encl.....



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

**REPLY SLIP**

**Please reply by 15 June 2023, Thursday @ 3.00 p.m.  
by email : [secretariat@mcmillanwoods.com](mailto:secretariat@mcmillanwoods.com)**

*Please select and tick (✓) in the box*

I am  able  
 unable

**to attend the 30<sup>TH</sup> ANNUAL GENERAL MEETING 2023 of PERSATUAN KERTAS MALAYSIA (MALAYSIA PAPER ASSOCIATION) 4307/88 (Selangor) to be held on 22 June 2023, Thursday at 4.30 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 RM138.00 each)*

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

**Name : Mr/Mrs/Ms** 1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_

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

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

**Authorised Signatory :** \_\_\_\_\_ **Company Chop:**

You may bank in directly to our Bank account as stated below and send the bank in slip / proof of payment to the email at [secretariat@mcmillanwoods.com](mailto:secretariat@mcmillanwoods.com)

Bank's Name : Alliance Bank Malaysia Berhad

Account's number : 12109-001-003-6393



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**NOTICE IS HEREBY GIVEN that the THIRTIETH (30<sup>TH</sup>) ANNUAL GENERAL MEETING of the Association will be held on 22 June 2023, Thursday at 4.30 p.m. at Crown Meeting Room, Empire Hotel Subang, Empire Subang, Jalan SS16/1, 47500 Subang Jaya, Selangor Darul Ehsan.**

**AGENDA**

1. To confirm the Minutes of the Twenty Ninth (29<sup>th</sup>) Annual General Meeting;
2. To receive and adopt a report of the activities of the association during the year;
3. To receive and adopt the Audited Financial Statements for the year ended 31 December 2022;
4. To dissolve the office bearers for the year 2021/2023;
5. To elect the office bearers for the year 2023/2025;
6. To appoint two new Honorary Internal Auditors for the coming year;
7. To re-appoint the External Auditors under Article 11(3) of Constitution of the Association;
8. To deal with resolutions proposed by the members (if any); and
9. Any other matters

By order

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

A handwritten signature in black ink, appearing to be 'Andrew Pang', written over a horizontal line.

**Mr Andrew Pang  
Honorary Secretary**

Date: 31 May 2023



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**FORM OF PROXY  
THIRTIETH ANNUAL GENERAL MEETING**

I/We, \_\_\_\_\_ of \_\_\_\_\_ a member of  
Malaysia Paper Association, do hereby appoint \_\_\_\_\_ as our proxy to vote  
for us at the Thirtieth Annual General Meeting to be held by physical meeting on 22 June 2023 at 4.30  
p.m. 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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Dear Members,

**MEMBERSHIP SUBSCRIPTION FEES FOR YEAR 2022**

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 RM5,000.00 (for Associate Members) to be effective from 01<sup>st</sup> January, 2012. 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) -RM500.00 (Associate)  
\*\*Lifetime Subscription Fees - RM3,000.00 (Ordinary) -RM5,000.00 (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 4307/88 (Selangor)**  
305 (Suite 1) Block E, Phileo Damansara 1  
9, Jalan 16/11, Off Jalan Damansara  
46350 Petaling Jaya, Selangor Darul Ehsan

**OR**

You may bank in directly to our back account as stated below and send the bank in slip/ prrof of payment to the email at secretariat@mcmillanwoods.com

Bank's Name : **Alliance Bank Malaysia Berhad**  
Account's number : **12109-001-003-6393**

We look forward to your continuous support.

Yours' sincerely  
For and on behalf of

**MALAYSIA PAPER ASSOCIATION 4307/88 (Selangor)**

**MS CHAN LEE MEI**  
**Honorary Treasurer**

**REPLY SLIP**

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

Annual Subscription Fees for year 2022  
 Lifetime Subscription Fees

Company Stamp

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

All cheques should be made payable to "Malaysia Paper Association" and forwarded to the above address before **15 JUNE 2023**  
**PLEASE IGNORE THIS STATEMENT SHOULD PAYMENT HAVE BEEN MADE**



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**ELECTION OF MEMBERS TO THE EXECUTIVE COMMITTEE  
FOR THE YEAR 2023/2025**

We \_\_\_\_\_, being the member registered with Association hereby nominate the following(s) for election to the Executive Committee of the Association at the forthcoming Thirtieth Annual General Meeting to be held on Friday , 22 June 2023 at Empire Hotel Subang, Jalan SS 16/1, SS 16, 47500 Subang Jaya, Selangor Darul Ehsan at 4.30 p.m. to 6.00 p.m.

	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
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**The nomination form must be deposited at the Registered Office of the Association not less than 48 hours ( ie before 15 June 2023 – 3.00 p.m. ) before the time set for the holding of the meeting or at any adjournment thereof.**