



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

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

Date: 04 October 2023

Dear Executive Committee Members,

**MALAYSIA PAPER ASSOCIATION 4307/88 (Selangor)
EXECUTIVE COMMITTEE MEETING**

We wish to inform you that an Executive Committee Meeting of the Association has been scheduled as follows:

Date : **19 OCTOBER 2023, THURSDAY**

Time : **4.00 P.M.**

Venue : **COFFEE HOUSE
EMPIRE HOTEL SUBANG
JALAN SS 16/1, SS 16
47500 SUBANG JAYA
SELANGOR DARUL EHSAN**

Please find attached notice of the said Meeting for your attention.

Should you require any further information or clarification, kindly contact the undersigned at 013-390 2233

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

**Mr Andrew Pang
Honorary Secretary**

... Encl

Please reply not later than 16 October 2023

I am

**Please tick ✓ in the box*

able

unable

to attend the meeting on 19 October 2023

Name of Company :

Name of Representative :

Signature & Company stamp :

Date :

NOTE: PLEASE BE PUNCTUAL FOR THE MEETING. YOUR ATTENDANCE TO THIS MEETING IS GREATLY APPRECIATED.



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NOTICE IS HEREBY GIVEN that the **EXECUTIVE COMMITTEE MEETING** of the Association will be held on Thursday, 19 October 2023 at 4.00 p.m. at Coffee House, Empire Hotel Subang, Jalan SS 16/1, SS 16, 47500 Subang Jaya, Selangor Darul Ehsan.

AGENDA

1. To confirm the Minutes of the previous meeting;
2. Matters Arising;
3. To receive the Honorary Secretary's Report;
4. To receive the Honorary Treasurer's Report; and
5. Any other matters

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

A handwritten signature in black ink, appearing to read 'fop', is written over the printed name of the Honorary Secretary.

Mr Andrew Pang
Honorary Secretary
Date: 4 October 2023