

THE HK POLYU MBA ALUMNI ASSOCIATION LIMITED

(香港理工大學工商管理碩士校友會有限公司)

(incorporated in Hong Kong with limited liability by Guarantee and not having a share capital)

NOTICE OF ANNUAL GENERAL MEETING

NOTICE IS HEREBY GIVEN THAT the Annual General Meeting of THE HK POLYU MBA ALUMNI ASSOCIATION LIMITED (the “Association”) will be held at **Federation Meeting Room at Alumni Atrium**, The Hong Kong Polytechnic University on **November 22, 2019 at 7:30 PM** for the following purposes:

For printed copy of this Notice of Annual General Meeting by mail, please send us an e-mail request stating your name and membership number to polyumbaaa@gmail.com.

Ordinary business

1. To receive and adopt the audited financial statements of the Association and the reports of the executive committee and auditors for the year ended 31 March 2019. (note 1)
2. To announce the resigning executive committee member of the Association.
3. To announce the retiring executive committee members of the Association.
4. To announce the appointed executive committee members of the Association.
5. To re-appoint C K Yau & Partners CPA Limited as auditors and authorize the executive committee to fix their remuneration.

The HK PolyU MBAAA Executive Committee (2019-2020)
October 30, 2019

Note 1 - for audited financial statements 2019, please send an e-mail request stating your name and membership number to polyumbaaa@gmail.com.

Note 2 – for the form for the appointment of Proxy to be valid, the instrument appointing a proxy and the power of attorney or other authority, if any, under which it is signed or a notarially certified copy of that power or authority shall be deposited at the Registered Office of the Association at Room M1504 Li Ka Shing Tower, The Hong Kong Polytechnic University, Hung Hom, Kowloon, HK not less than 4 days (ninety-six hours) before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote, or in the case of a poll not less than 4 days (ninety-six hours) before the time appointed for the taking of the poll, and in default the instrument of proxy shall not be treated as valid.

Note 3 – for any nomination of the whole executive committee team to be valid, the team list should be deposited at the Registered Office of the Association or email us not less than 18 days before the time for holding the meeting for member announcement.