

e-CIRCULAR TO MEMBERS

CHARTERED TAX INSTITUTE OF MALAYSIA (225750-T)

e-CTIM GEN No.3/2016

28 March 2016

TO ALL MEMBERS

PRELIMINARY NOTICE OF 24th CTIM ANNUAL GENERAL MEETING

NOMINATION OF COUNCIL MEMBER

Members are informed that the 24th Annual General Meeting of the Chartered Tax Institute of Malaysia (CTIM) will be held on **Saturday, 18 June 2016 at 9:30 a.m.** at the Ballroom, Seri Pacific Hotel Kuala Lumpur, Jalan Putra, 50350 Kuala Lumpur, Malaysia.

Notice of the Annual General Meeting and the Annual Report will be circulated to members before the Annual General Meeting.

Members who wish to stand for election during this Annual General Meeting are to take note of the following conditions:

1. A member, other than a retiring elected member of the CTIM Council or one recommended by the CTIM Council for election, shall give notice in writing on the prescribed Nomination Form and addressed to the Institute (CTIM, B-13-2, 13th Floor, Megan Avenue II, No. 12, Jalan Yap Kwan Seng, 50450 Kuala Lumpur) on or before **5.00 p.m. Friday, 15 April 2016**. A copy of the Nomination Form have been posted to members. Additional nomination forms may be obtained from the Institute or may be downloaded from the Institute's Website under 'Members Only'.
2. The said Nomination Form must be signed by two members qualified to vote indicating their desire to propose and second such person for election.
3. The person proposed for election must also sign the said Nomination Form confirming his willingness to be elected to the CTIM Council.

Pursuant to Article 40 of the Institute's Articles of Association, any member entitled to be present and vote at a meeting may submit any motion to the Annual General Meeting, provided that in the case of an ordinary resolution, he shall serve upon CTIM, a notice in writing containing the proposed resolution at least ten (10) clear days before the day appointed for the meeting.

In accordance with Article 49(2), any member who is not able to attend the Annual General Meeting may cast his vote by post on the returned postal ballot. The request for a postal ballot must be made in writing and addressed to Boardroom Corporate Services (KL) Sdn Bhd, Lot 6.05, Level 6, KPMG Tower, 8 First Avenue, Bandar Utama, 47800 Petaling Jaya, Selangor before 1 May 2016.

By Order of the Council

CHARTERED TAX INSTITUTE OF MALAYSIA

Aruljothi A/L Kanagaretnam
President

28 March 2016

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