

ANNUAL GENERAL MEETING

Name of Facility

Section 355 Management Committee

You are cordially invited to attend..... (are you having a function/ open day/ facility tour/ guest speaker at or before the meeting?)... details. [*It's a good idea to invite all the facility users at a minimum, perhaps even some general public from the local area, to the Annual General Meeting.*]

An Annual General Meeting to review the year and nominate the Executive positions to the **Name of Committee** Section 355 Management Committee for the term of one (1) year is to be held at the **place** on **day and date** at **time**.

Please RSVP for catering purposes to the contact person below.

Enquiries: **Contact phone/ email**