



OFFICIAL MANAGING AGENT FOR THE ELISENHEIM HOME OWNERS ASSOCIATION

25 August 2015

The Member
Elisenheim Owners Association

Dear member,

CIRCULAR 13 - NOTICE OF THE ANNUAL GENERAL MEETING EOA

Members are herewith informed of the Annual General Approved Extension Meeting of members of Elisenheim Extension "Proper" that is scheduled as follows:

Date 24 August 2015

Time 18h00

Venue Christian Family Centre, Next to the Bowls Club at the Windhoek Country Club
(Members must use the gravel road entrance at the end of Sean Mc Bride Street to reach the venue)

In terms of the Articles of Association the purpose of the meeting:

1. Chairperson to table his/her report to reflect on the past financial year
2. Election of Representatives in terms of the Articles:

15A.1.1	<i>There shall be a Board of Representatives of each approved extension consisting of <u>5 (five) Representatives</u> to fill the portfolios of: Chairperson Vice-Chairperson Finances Security Environment/Building Standards</i>
15A.2	<i>During the development period <u>2 (two) Representatives</u> shall be Member Representatives appointed by the members of an approved extension concerned and the remaining <u>3 (three) Representatives</u> shall be DEVELOPER Representatives appointed by the DEVELOPER: provided that a DEVELOPER Representative does not necessarily have to be a homeowner.</i>

3. Formulation or amendment of the Extension Rules
4. Other relevant business

This is the forum where members must elect representatives that will be appointed to the Board of Representatives to represent the interests of the owners.

Members can forward matters to be added to the Agenda up to 7 August 2015

We are finalizing the documents for the AGM meeting and will forward the documents to you by next week.

We attach a proxy form should you not be able to attend the meeting in person.

Kind Regards,

By order of the Trustees
Elisenheim Owners Association

"PROXY FORM"

I/We, the undersigned and the registered owner of (or duly authorised by the registered owner of, in which event a copy of the authorising power of attorney and where relevant, authorising resolution shall be attached to this proxy form) being a Member of the ELISENHEIM Owners Association / the approved extension of ELISENHEIM PROPER do hereby appoint:

..... of or failing him
..... of or failing him
..... of

as my proxy to vote for me and on my behalf at the AGAEM of the approved extension of ELISENHEIM to be held on the 24TH day of AUGUST 2015, and at any adjournment thereof as follows:

1. On all matters discussed
2. Limited to the following matters:

.....
.....
.....
.....
.....

If no indication has been made above as to how the proxy may vote, the proxy may vote as he thinks fit.

Signed this _____ day of _____ 20____

SIGNATURE

