



**TO ALL MEMBERS OF KUALA LUMPUR
TOURIST GUIDES' ASSOCIATION (KLTGA)**

NOTICE OF 54th ANNUAL GENERAL MEETING

We are pleased to inform that the 54th Annual General Meeting of the Kuala Lumpur Tourist Guides' Association (KLTGA) will be held as follows:

Date/Day : 18 April 2021/Sunday

Time : 4.00 PM onwards.

Venue : Kayangan Ballroom, First Floor, **Ancasa Hotel Kuala Lumpur
Jalan Tun Tan Cheng Lock, 50500 Kuala Lumpur**

PROGRAMME

4.00PM

- Registration of members & light refreshments (for non-Muslims)

4.30PM

- Confirmation of Quorum for AGM, and Meeting called to order
- Welcome speech by KLTGA Chairman, Mr. Chan Yin Keong
- Confirming & adoption: Minutes of Fifty Third (53rd) AGM, held on 17 Apr 2019
- Presentation & adoption: i) KLTGA Executive Committee's 2019 Report
ii) KLTGA's 2019 Financial & Auditor's Report
- Updates proposed to KLTGA Constitution Clauses and members' approval
- S.O.P - Medical Welfare Fund for KLTGA Members
- Any other business of which not less than seven (7) days' clear notice given in writing to KLTGA Hon. Secretary (kltga@live.com)
- Other matters
- Election of Internal Auditor
- Appointment of i) Advisors
ii) External Auditor
iii) Hon. & Legal Advisor
- **2017-2020** KLTGA Executive Committee formally steps down
- **2020-2023** KLTGA Executive Committee officially introduced to members

7.00PM

- End of AGM & Proceed to Buka Puasa dinner

9.00PM

- End of event

PARTICIPATION REGISTRATION

- a) For advanced planning and preparations purposes, eligible members who wish to attend the AGM & Buka Puasa Dinner are required to do advance registration through this online link <https://forms.gle/27bco2mSNLyVnY78> by Friday 9 Apr 2021.
- b) Please register **ONLY ONCE**. An acknowledgement for registration will be sent to members. Registration facility will auto switch off after Friday 9 April 2021.

Dated: 5 April 2021/Monday