20 December 2022

1) Advisors

2) President//Secretary General/Management Committee Members

3) Affiliate Members

**1st NOTICE OF STF EXTRAORDINARY GENERAL MEETING 2023**

Notice is hereby given to elect 2 Board Members in the Extraordinary General Meeting (EOGM) of the Singapore Taekwondo Federation (STF) held ***in person*** on **7 January 2023 (Saturday) at 2.00 pm** at the **National Training Centre (NTC) @ 80 Lorong Limau, #04-191, Singapore 320080**. Please refer to the accompanying Agenda of the EOGM 2023.

2. Please note that the following key arrangements will be adopted for the EOGM:

2.1 Each Ordinary Member (also referred to as “Voting Member”) may vote in person or by appointing a proxy to vote at the meeting.

2.3 Each Member may appoint in writing an authorised delegate to attend the EOGM and vote on his behalf.

3. Kindly submit the following via email to [stkdf.agm@gmail.com](mailto:stkdf.agm@gmail.com) with the subject title “**STF EOGM 2023: (Affiliate’s name)**" by **6.00 pm, Tuesday, 27 December 2022** :

3.1 **Delegate Registration Form** for affiliate member or the authorised delegate to attend the EOGM. Completed registration forms to be submitted via email to[stkdf.agm@gmail.com](mailto:stkdf.agm@gmail.com)

3.2 Individuals who desire to stand for election as a Board Member (2 positions) of the STF must submit their duly completed and signed **Nomination Form**, including their personal particulars / bio and details of their proposer and seconder via email to [stkdf.agm@gmail.com](mailto:stkdf.agm@gmail.com)

3.3 If you have any **resolution** to raise at the EOGM, kindly email to [stkdf.agm@gmail.com](mailto:stkdf.agm@gmail.com)

(Clause 12.4 of the STF Constitution states: "Full Members who wish to table a resolution for the General Meeting’s approval must notify the Secretary General in writing at least fourteen (14) days before the date of the EOGM. Any person desirous of moving any resolution at the Annual General Meeting shall give notice thereof to the Secretary General.”)

4. The following document of the EOGM will be sent to the attendees on **Friday, 30**

**December 2022**:

4.1 The **2nd Notice of EOGM** with a list of nominees for election to the STF Board and their bio, as well as a list of businesses to be transacted and resolutions to be passed at the EOGM.

Yours sincerely

Lai Han Seng

Secretary General

Attached are:

* Agenda of the EOGM 2023
* Delegate Registration Form
* Nomination Form for Board Member
* Bio Form for Board Member Nominee