

# International Press Telecommunications Council

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**Michael Steidl** Managing Director

23 April 2003

To: IPTC Nominating Members

From: The Managing Director

Subject: **FORMAL NOTICE XXXVIII<sup>TH</sup> ANNUAL GENERAL MEETING**

This document constitutes formal notice of the XXXVIII<sup>th</sup> Annual General Meeting of the Comité International des Télécommunications de Presse as required by the Memorandum and Articles of Association adopted by special resolution on October 11, 1997.

The meeting will take place on the 5<sup>th</sup> June 2003 at the Radisson SAS Scandinavia Hotel, Aarhus, Denmark, to consider, among other matters, approval of the 2002 Accounts, the 2003 and 2004 budgets, the Appointment of Auditors and the election of the Chairman, a maximum of six Vice-Chairmen and an Honorary Treasurer.

Your attention is drawn to the relevant portions of the Articles of Association (paragraphs 25 to 41). You are reminded that existing officers are automatically eligible for re-election. Also, please make note of the formal procedures for nominating any other member for office.

Nominations must be made 21 clear days before the meeting in accordance with Article 39 and must therefore arrive at the IPTC office by 14 May 2003.

Attention is also drawn to Article 25 as it relates to voting rights at the Annual General Meeting, a proxy may be nominated in accordance with Article 28 using the enclosed form.

For the purposes of any correspondence related to the above, the Managing Director shall be regarded as the Secretary under the terms of the Companies Act 1948 - 1967.

Michael W Steidl  
Managing Director and Company Secretary