

**Asian Australian Lawyers Association Inc.
Reg. No. A0060052T / ARBN 604 922 812
(the Association)**

Notice of 2018 Annual General Meeting (AGM)

NOTICE IS GIVEN that the AGM of the Members of the Association will be held as follows:

Place: Corrs Chambers Westgarth (Sydney office), Level 17, 8-12 Chifley Square, Sydney NSW 2000

and

Corrs Chambers Westgarth (Melbourne office), Level 25, 567 Collins Street, Melbourne VIC 3000

and

Corrs Chambers Westgarth (Brisbane office), Level 42, 111 Eagle Street, Brisbane QLD 4000

and

Corrs Chambers Westgarth (Perth office), Level 6, 123 Georges Terrace, Perth WA 6000

Date: Thursday 4 October 2018

Time: 6.00pm AEST (for a 6.30pm start) / 4.00pm AWST (for a 4.30pm start)

***The Branch Meetings for the Victorian, New South Wales and Western Australian Branches of the Association will be held immediately prior to the AGM on Thursday 4 October 2018 at 5.30pm AEST / 3.30pm AWST.**

ITEMS OF ORDINARY BUSINESS

ITEM

1 CONFIRMATION OF MINUTES OF 2017 ANNUAL GENERAL MEETING

To confirm the minutes of the AGM of members of the Association for the period ended 30 June 2017.

An unexecuted copy of the Minutes of the 2017 AGM will be distributed to members prior to the AGM.

2 ANNUAL REPORT AND FINANCIAL STATEMENTS

To receive and consider the Annual Report of the Executive Committee of the Association.

To receive and consider the financial statements of the Association for the financial year ended 30 June 2018.

A copy of the Annual Report (including the financial statements) will be distributed to members prior to the AGM.

3 ELECTION OF OFFICEHOLDERS

To elect, as separate resolutions, the following officers of the Executive Committee:

- President;
- Vice President;
- Secretary; and
- Treasurer.

The Nomination Form for Office Holders and Ordinary Members of the Executive Committee of the Association is included in Annexure A to this Notice.

4 ELECTION OF ORDINARY COMMITTEE MEMBERS

To decide, by ordinary resolution, the number of Ordinary Members of the Executive Committee to hold office for the financial year ending 30 June 2019.

If required, to elect, as a single ordinary resolution, the Ordinary Members of the Executive Committee.

The Nomination Form for Office Holders and Ordinary Members of the Executive Committee of the Association is included in Annexure A to this Notice.

5 MEMBERSHIP FEES

To confirm the annual membership and joining fees for the financial year commencing 1 July 2018.

Dated this 14 September 2018.

Barton Wu

Executive Committee Secretary, Asian Australian Lawyers Association Inc.

NOTES

1. Proxies

A member of the Association (**Member**) is entitled to appoint another Member to attend and vote at the AGM, as the Member's proxy, by completing a Proxy Form (Annexure B).

Completed Proxy Forms must be returned by **6.00pm AEST / 4.00pm AWST on Wednesday 3 October 2018**:

- by email to:
bwu@liv.asn.au

OR

- by post or hand to:
**Secretary, Asian Australian Lawyers Association
C/- Law Institute of Victoria (Barton Wu)
470 Bourke Street
Melbourne VIC 3000**

OR

- by facsimile to:
(03) 9607 9359

2. Entitlement to Vote

For the purposes of the AGM, a person is entitled to vote at the AGM if the person is a:

- **Renewed Member –**
A Member prior to 30 June 2018 (inclusive) who renews their membership **by 6.00pm AEST / 4.00pm AWST on 20 September 2018** and fully pays or paid the annual membership fee for the **financial year ending 30 June 2019**; or
- **New Member –**
A person who became or becomes a Member at any time between **1 July 2018 and 6.00pm AEST / 4.00pm AWST on 20 September 2018**

other than an Associate Member.

3. Inquiries

All inquiries should be directed to the Secretary, Barton Wu, Asian Australian Lawyers Association, Inc. by email to bwu@liv.asn.au or by telephone on (03) 9607 9357.

4. Attachments:

- Annexure A – Nomination Form for Office Holders and Ordinary Members of the Executive Committee
- Annexure B – Proxy Form

ANNEXURE A – NOMINATION FORM FOR OFFICE HOLDERS AND ORDINARY MEMBERS OF THE EXECUTIVE COMMITTEE

See attached.

ANNEXURE B – PROXY FORM

See attached.