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EFRA General Secretary

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Heist op den Berg, 19 July 2019

**Dear Sir/Madam,**

On behalf of EFRA, I have the pleasure to invite you to participate at the EFRA AGM 2019.

As decided, the EFRA AGM venue will be held at **Hotel Van der Valk Brussels on 9-10<sup>th</sup>** of November 2019. More details will be forwarded in the AGM Package 2, that I will send to you later this summer.

It is now time to prepare your proposals and applications etc. to our forthcoming AGM in November. Within the Executive Committee, we are now preparing for the meeting, and we invite all Member Federations and Associated Members, to submit to us any proposals for new, amendments or deletions to either the Constitution, General or Technical Rules.

In addition, we would welcome any proposals for candidates to stand for positions on the EFRA Committee.

Applications for the 2020 AGM venue are also welcome.

Remember that the meeting will not discuss proposals from the floor, and only those items advised will be voted upon by the delegates present.

The Executive Committee will have a meeting in September, so it is necessary to have the full package available for us to review at that time. In order to achieve that, I kindly ask you to complete the attached documentation and return this to me not **later than the 15<sup>th</sup> of September 2019**. No proposals will be accepted after that date!

Please send in the requested information in time, if your documents arrive after closing date your special matter will not be discussed at the EFRA AGM.

Should you have any questions concerning the documentation please do not hesitate to contact me either by telephone, or E-mail.

The proposal tool is now opened on the EFRA webpage administration pages.

**It would be appreciated** that you use that tool, for **General matters and Proposals**. The manual of how to use it, can be found when you open the tool, and is available as a pdf in this package.

Yours sincerely,

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