



Willy Wuyts
EFRA Secretary
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Heist op den Berg, 5th October 2022

Dear Sir/Madam,

On behalf of the Executive Committee, I send to you and your National Federation colleagues, some information for attending the EFRA Annual General Meeting.

The meeting will be held over the weekend of 5-6 th of November 2022, in Brussels, Belgium, at the Hotel Van der Valk. <https://www.hotelbrusselsairport.com/en>

On Friday 4th of November at 15.00 CET, we will have a meeting planned with our Associated members.

On Friday evening, the informal reception will begin at 20.00 PM.

The General meeting will start 9.00 AM on Saturday morning and will hopefully be finished at Sunday mid-day. A complete timetable will be send later this month.

For those who do not attend the AGM in Brussels, we will provide online access by means of the Zoom App.

Only registered persons will receive a login by email to participate at the meeting.

To register: Attached you can find an "how to" document to explain the tool available on the EFRA website:

"Registration tool EFRA Zoom meetings."

Only the designated efra.ws "admin" members of your federation will be able to use this tool.

This document should be filled in online on the EFRA Tool, **latest on October 31st.**

To determine who will be voting on behalf of your Federation, according to your section membership, the attached form **"Voting authorisation for all meetings"**, should be sent to me as soon as possible, but **latest October 31st.**

Should there be any aspect of the arrangements or content that you have questions on, please do not hesitate to contact me.

Let's look forward to a productive Meeting!

With my best regards,

Willy Wuyts, EFRA General Secretary

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