



2 September 2024

To: All STTA Full Members

**BY EMAIL & POST**

Dear Sir / Mdm

**NOTICE OF THE ANNUAL GENERAL MEETING OF SINGAPORE TABLE TENNIS ASSOCIATION**

Notice is hereby given that the upcoming Annual General Meeting (AGM) of Singapore Table Tennis Association ("STTA") will be held as follows:

Date: **16 September 2024 (Monday)**  
Time: **7.30 pm (Registration and Dinner will start from 6.30pm)**  
Venue: **SportSG Auditorium (opposite Kallang Wave Mall)**  
6 Stadium Walk  
Singapore 397698  
(Enter from Visitors' Centre beside Singapore Sports Museum)

1) **Agenda of Annual General Meeting**

1	Confirmation of Quorum for the meeting by Honorary Secretary, STTA
2	Address by the President, STTA
3	Confirmation of Minutes of the AGM held on 18 Sep 2023
4	To receive, approve and adopt the Annual Reports for the Financial Year ended on 31 Mar 2024
5	To receive, approve and adopt the Audited Financial Statements for the Financial Year ended on 31 Mar 2024
6	To elect the President and Members of the 2024-2026 Management Committee
7	To appoint External Auditor for FY2024 & FY2025
8	To approve the following application for STTA Full Membership: a) National University of Singapore Society b) MacPherson Community Sports Network c) Geylang Serai Community Sports Network
9	Any Other Business (AOB)

**Singapore Table Tennis Association**

(Affiliated to the International Table Tennis Federation and Asian Table Tennis Union)  
5 Stadium Drive #03-40 OCBC Arena Singapore 397631 Tel: (65) 6354 1014 Fax: (65) 6353 9109



facebook.com/shtabletennisassociation



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youtube.com/SingaporeTableTennisAssociation

2) **Submission of proposal on agenda or resolution(s) by Full Members**

As per Article 9.7 of the STTA Constitution, any Full Member or its delegate who wishes to place an item on the Agenda of a General Meeting may do so, by giving notice to the Honorary Secretary not less than seven (7) days before the meeting is due to be held.

Hence, any proposed Agenda or resolution(s) should reach STTA no later than **12.00 noon on 9 September 2024** via one of the following methods:

- a) by email to [agm@stta.org.sg](mailto:agm@stta.org.sg) ; or
- b) by hand to STTA official address

Only duly acknowledged submission will be considered.

3) **Nomination of Delegates to attend the AGM**

Each Full Member may be represented by two delegates at the AGM. The names & the last 4 digits/alphabets of NRIC number of the delegates of the Full Members shall be notified to the Honorary Secretary at least one week before the date of the AGM, i.e., no later than **12.00 noon on 9 September 2024** via one of the following methods:

- a) by email to [agm@stta.org.sg](mailto:agm@stta.org.sg) ; or
- b) by hand to STTA official address

Only duly acknowledged submission will be considered.

The Delegate Nomination Form is enclosed. Nominations will only be accepted if they are submitted using this official nomination form.

As each member holding Full Membership at the AGM shall be entitled to only one vote, members should indicate clearly the delegate that will represent it for voting matters.

This form must be duly completed, and illegible forms will not be valid. Late submission will not be entertained. Please note that delegates will be asked to provide proof of identity during registration, hence please bring along identification document, such as NRIC, for verification if requested upon.

4) **Nomination of Candidate to Stand for Election to the Management Committee**

If a full member wishes to nominate a candidate for election to the Management Committee, please complete the attached **Nomination Form for Election to the Management Committee**.

The duly completed form should be submitted no later than **12.00 noon on 9 September 2024** via one of the following methods:

- a) by email to [agm@stta.org.sg](mailto:agm@stta.org.sg) ; or
- b) by hand to STTA official address

Only duly acknowledged submission will be considered.

5) **Consent to Stand for Election to STTA Management Committee**

As STTA is a registered charity in Singapore and subject to the Charities Act. Section 27(1) of the Charities Act, all delegates who wish to stand for election to the Management Committee at the AGM will be required to execute the required declarations as stated in the Consent to Stand for Election to STTA Management Committee Form, Personal Particulars Declaration Form and Conflict of Interest Declaration Form, and submit these 3 forms no later than **12.00 noon on 9 September 2024** via one of the following methods:

- a) by email to [agm@stta.org.sg](mailto:agm@stta.org.sg) ; or
- b) by hand to STTA official address

Only duly acknowledged submission will be considered.

6) **Payment of Membership Fees**

Please note that your annual membership fees for the year 2024 must be received before you are entitled to make any submission or nomination.

This Notice has been made available on the STTA's website and may be accessed at: <https://www.stta.org.sg>

For any query or clarification on the Annual General Meeting, please email to [agm@stta.org.sg](mailto:agm@stta.org.sg) or contact us at 6354 1014.

Thank you.

Yours faithfully



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Ho Kok Khun, PBM  
Honorary Secretary

**Attachments:**

(Annex A to D via email ONLY. No hardcopy will be distributed during AGM as part of our sustainability efforts towards a greener environment)

- Annex A Minutes of the AGM held on 18 Sep 2023
- Annex B Annual Report for Financial Year ended on 31 March 2024
- Annex C Audited Financial Statements for Financial Year ended on 31 March 2024
- Annex D Direction Map

(Annex E to I via email and post)

- Annex E Delegate Nomination Form
- Annex F Nomination Form for Election to the Management Committee
- Annex G Consent to Stand for Election to the Management Committee & Declaration Form
- Annex H Personal Particulars Declaration Form
- Annex I Conflict of Interest Declaration Form