

29 February 2024

Dear Club Member (Place to Play Main Contact)

## 2023 TENNIS SCOTLAND ANNUAL GENERAL MEETING

Notice is hereby given that the Annual General Meeting of Tennis Scotland is scheduled to be held at 7pm on Thursday 18 April 2024 at the Stirling Court Hotel, Stirling, FK9 4LA.

Please find enclosed:

- Notice of the meeting (Appendix 1)
- Minutes of the 2022 AGM (Appendix 2)
- Financial statements (Appendix 3)
- Ordinary Resolution (voting matter) Fees and Subscriptions (Appendix 4)
- Honorary Vice-Presidents (Appendix 5)
- Proxy Form (online) (Appendix 6)
- Attendance / Authorised Representative Form (online) (Appendix 7)

The following forms are now online, and they outline the voting process for the Tennis Scotland AGM – please read carefully and action as appropriate:

**Proxy Form** - You should complete this form online to vote on the Ordinary Resolutions ahead of the Annual General Meeting. The proxy form needs to be **completed via the online form** no later than 7pm on the 16 April 2024 to be considered.

**Attendance / Authorised Representative Appointment Form** - You should complete this form online to confirm attendance or to appoint one person to be the authorised representative of your Club.

Copies of the 2023 Annual Report will be emailed out to members in April.

If you require assistance or would like any further information regarding the AGM or paper copies of the documentation, please do not hesitate to contact Tennis Scotland on 01786 641 716 or [finance@tennisscotland.org](mailto:finance@tennisscotland.org)

Yours sincerely,



**Blane Dodds**  
Chief Executive

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