



12 September 2022

Dear Member

the Annual General Meeting ["AGM"] of Newcastle Master Builders Association Limited is to be held on **15 November 2022**. **This AGM will be an election AGM, at which an election for member of the Company's Board will be held.**

The Board has appointed me as Returning Officer for the election, and in accordance with the Company's Constitution, I hereby notify members that nominations are now open for election to the Company's Board for the term of the next three years.

Nominations are called for **7 positions of Board member**.

Only a Member or a person who is the Nominated Representative of a Member of either:

- Newcastle Master Builders Association Limited; and/or
- Master Builders Association of NSW, Hunter Division (who are automatically Members of the Company)

is eligible to be nominated as a candidate for election to the Board or to nominate a person for election.

The nomination form is attached and must be signed by both the nominator and nominee, marked "Confidential" and the completed Nomination Form either

- EMAILED to the Returning Officer at gkerr@effectiveworkplace.com.au

or

- FORWARDED BY MAIL to:
The Returning Officer
c/- Newcastle Master Builders Association Limited
PO Box 266
HUNTER REGION MAIL CENTRE NSW 2310

Completed nominations must be received by **NO LATER THAN TUESDAY 25 OCTOBER 2022**. Nominations received after that time cannot be accepted.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Greg Kerr', is written over a light blue horizontal line.

Greg Kerr
Returning Officer

Email: gkerr@effectiveworkplace.com.au

Mobile: (0400)407-224

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