

# Notice of Annual General Meeting 2017

Notice is hereby given that the Annual General Meeting of the Forster Foundation for Drug Rehabilitation Inc. (trading as Banyan House) ABN 22 212 785 773 will be held in the Board Room, Banyan House, 16 Beaton Road, Berrimah, NT 0828 on Wednesday 22 November 2017 commencing at 5.30pm.

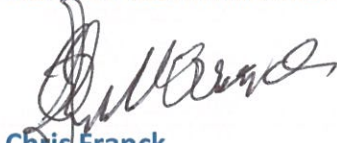
## Ordinary Business

1. Apologies.
2. To receive the Report of the Chairman and Chief Executive Officer on behalf of the Board for the financial year ended 30 June 2017.
3. To receive the Audited Financial Report for the financial year ended 30 June 2017 together with the Directors' Report and the Independent Audit Report thereon.

## Special Business

To consider and, if thought to fit, to elect/confirm members of the Board for 2018.

Dated at Berrimah on 19 October 2017, by order of the Board.



Chris Franck  
Public Officer

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**Your vote is important.** Each member is entitled to one vote on a show of hands or on a poll.

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## Proxies

1. A Proxy Form accompanies this Notice of Meeting.
2. A Member entitled to attend and vote at the Annual General Meeting is entitled to appoint a proxy.
3. A proxy need not be a member of the Forster Foundation for Drug Rehabilitation Inc.
4. Proxy Forms must be signed by the Member or the Member's attorney.
5. To be effective, the original signed Proxy Form (and the power of attorney and other authority, if any, under which it is signed or a certified copy of that power of authority) shall be received by the Public Officer at the Forster Foundation for Drug Rehabilitation Inc.'s office, 16 Beaton Road, Berrimah:
  - a. Not less than 24 hours before the time for holding the meeting or adjourned meeting at which the person named in the instrument proposes to vote; or
  - b. In the case of a poll, not less than 24 hours before the time appointed for the taking of the poll.



## Proxy Form

### 1. Your details

(Please print your name, address and other details)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postcode: \_\_\_\_\_

Telephone: \_\_\_\_\_

### 2. Appoints

(Please print name of proxy clearly)

Name: \_\_\_\_\_

or failing the person so named, or if no person is named, the **Chairman of the Meeting** to vote in accordance with the following directors or, if no directions have been given, as the proxy or the Chairman sees fit at the Annual General Meeting of the Forster Foundation for Drug Rehabilitation Inc. to be held on **Wednesday 22 November 2017** commencing at **5.30pm** and at any adjournment thereof.

### 3. Special Business

"That the Nominations for Board Members, as seconded, be accepted, with effect from the end of this Annual General Meeting"

For \_\_\_\_\_ Against \_\_\_\_\_ Abstain \_\_\_\_\_

4. Signature: \_\_\_\_\_ 5. Date: \_\_\_\_\_

## Guide to completion of Proxy Form

1. Insert your personal details.
2. Insert your name of the person you wish to appoint as your proxy; members cannot appoint themselves. The Chairman of the meeting will act as your proxy if you do not appoint someone. You can vote by proxy even if you plan to attend the meeting.
3. If you wish to direct your proxy how to vote, place a mark in the appropriate box. The vote will be invalid if a mark is made in more than one box. Your vote is important; please direct your proxy how to vote.
4. Members must sign here. This proxy must be signed by the member or under the hand of an attorney. If this proxy is signed by a person who is not the member then the relevant authority (original or certified copy) must be enclosed with this Proxy Form.
5. Members must insert the date on the form.

**For your vote to be counted, the Proxy Form, duly completed, must be received by the Forster Foundation for Drug Rehabilitation's office at 16 Beaton road, Berrimah, NT 0828 not later than 5.00pm on Tuesday 21 November 2017.**

**If you require further information on how to complete the Proxy Form, contact Chris Franck, Public Officer, on 08 8942 7400.**