



Ref.: 051/2562

7 February 2019

Subject: ATTA Annual General Meeting

To all members,

The Association of Thai Travel Agents (ATTA) will conduct the 2018 Annual General Meeting on Wednesday, 27 February, 2019, from 09.00 – 13.30 Hrs at the Mayfair Grand Ballroom, 11<sup>th</sup> Floor, The Berkeley Hotel, Pratunam, Bangkok.

The agenda is as follows:

- Item 1: Opening of the meeting by the Chairman
- Item 2: Acceptance of the minutes of the 2018 Annual General Meeting
- Item 3: Items for consideration and achievements of the Board of Directors for 2018
- Item 4: Consideration of the approval of the 2018 Balance and Loss Sheets
- Item 5: Selection of the annual Auditor and cost of the auditing services
- Item 6: Election of the Board of Directors for 2019-2020
- Item 7: Other items

#### Schedule

09.00 – 10.30 Hrs	Registration
10.30 – 11.30 Hrs	Meeting
11.30 – 13.30 Hrs	Election of the Board of Directors and Luncheon

Due to the fact that the present Board of Directors of ATTA have completed their tenure and that this Annual General Meeting will have an election of the Board of Directors for the period 2019-2020, a period of two (2) years, in accordance with ATTA's regulations, each Annual General Meeting must have at least 25 percent of the total number of members in attendance. At the time of this letter, there is a total of 1,599 members; as such, there must be at

least 400 members attending the above-mentioned event in order to form a quorum for the reporting of the business activities and operations of the Board of Directors as well as the balance and loss for the year 2018. Therefore, ATTA is informing all members of the forthcoming Annual General Meeting for their consideration.

Furthermore, ATTA invites all members to spare the time to participate in this Annual General Meeting, or if you are unable to attend due to other important business, please send 1 of 3 representatives in the name list that the member has submitted to ATTA only to attend on your behalf and use your voting right. We also request that all members bring their Thai identification card with them.

This is therefore for members' information and consideration.

Sincerely,

\*\*\* Sent by Email \*\*\*

Mr.Vichit Prakobgosol

President

**Remark: Each ordinary member has the right to one (1) vote. In exercising the right to vote of an ordinary member, the person exercising the right must be 1 of 3 representatives in the name list that the member has submitted to ATTA only. In addition, a member cannot authorize another person to use their voting right.**

Encl.: Acceptance Form

