



# SINGAPORE TAEKWONDO FEDERATION

(Recognised by the Singapore Sports Council & affiliated to the Singapore National Olympic Council)

23 August 2024

- 1) Advisors
- 2) President/ Board Members
- 3) Affiliate Members

## **1<sup>st</sup> NOTICE OF SINGAPORE TAEKWONDO FEDERATION 47TH ANNUAL GENERAL MEETING 2024**

Notice is hereby given that the Annual General Meeting (AGM) of the Singapore Taekwondo Federation (STF) will be held *in person* on 15 September 2024 (Sunday) at 7.30pm at the STF Bedok National Training Centre, 7 Bedok North Street 2, Singapore 469646 . Please refer to the accompanying Agenda of the AGM 2024.

2. Please note that the following key arrangements will be adopted for the EOGM:
  - 2.1 Each Full Member (also referred to as “Voting Member”) may vote in person or appoint in writing an authorised delegate to vote at the meeting .
  - 2.2 Each Associate Member may appoint in writing an authorised representative to attend the AGM.
3. Kindly submit the following via email to [stkdf.agm@gmail.com](mailto:stkdf.agm@gmail.com) with the subject title “**STF AGM 2024 : (Affiliate’s name)**” by **6.00 pm, Friday, 6 September 2024** :
  - 3.1 **Representatives Registration Form** for an Associate Member, **Delegate Registration Form** for a Full Member or the authorised delegate to attend the AGM, the completed registration form is to be submitted via email to [stkdf.agm@gmail.com](mailto:stkdf.agm@gmail.com)
  - 3.2 Individuals who desire to stand for election as a Board Member (SIX positions) of the STF must submit their duly completed and signed **Nomination Form**, including their personal particulars / bio and details of their proposer and seconder via email to [stkdf.agm@gmail.com](mailto:stkdf.agm@gmail.com)
  - 3.3 If you have any **resolution** to raise at the AGM, kindly email to [stkdf.agm@gmail.com](mailto:stkdf.agm@gmail.com)  
(Clause 12.4 of the STF Constitution states: "Full Members who wish to table a resolution for the General Meeting’s approval must notify the Secretary General in writing at least fourteen (14) days before the date of the AGM. Any person desirous of moving any resolution at the Annual General Meeting shall give notice thereof to the Secretary General.")



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4. The following document of the AGM will be sent to the attendees on **Monday, 9 September 2024** :

4.1 The **2<sup>nd</sup> Notice of AGM** with a list of nominees for election to the STF Board and their bio, as well as a list of businesses to be transacted and resolutions to be passed at the AGM.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Lai Han Seng'.

Lai Han Seng  
Secretary General

Attached are:

- Agenda of the AGM 2024
- Delegate Registration Form for Full Members
- Representative Registration Form for Associate Members
- Nomination Form for Election to The Board with Nominee's Bio Data
- Minutes of the last AGM 2023
- Minutes of the last EGM 2024