



23 October 2009

Dear QSD Members,

**Notice of Annual General Meeting and
Nomination of Officers and Council Members
to The HKIS Quantity Surveying Divisional Council
for the Year 2009/2010**

I would like to announce that the Annual General Meeting (AGM) of The Hong Kong Institute of Surveyors Quantity Surveying Division (QSD) will be held on 3 December 2009.

I enclose herewith the following for your information and attention:

- 1) the Notice and Agenda of the AGM; and
- 2) the Nomination Form for the Officers and Council Members of the Divisional Council for the Year 2009/2010.

Nomination shall be made in accordance with Clause 9.1 of the Regulations for QSD in respect of the method of election of the Officers and Council Members of Divisional Council as follows:

9.1 Nominations shall be made in writing to the Honorary Secretary of the Divisional Council in such a form as the Divisional Council may prescribe. Each nomination shall bear the signatures of the proposer and seconder both of whom shall be Corporate Members, together with the signature of the nominee who shall either be a Corporate Member or a Technical Associate signifying his/her willingness to serve if elected.

Please note that the duly completed and signed nomination form shall be returned to The HKIS Secretariat, for the attention of the QSD Honorary Secretary, on or before 5:30pm, 19 November 2009.

Thank you for your attention and hope to see you at the AGM.

Yours sincerely,

Ho Kwok Kwan, Thomas
HKIS QSD
Honorary Secretary

Encl.



**The Hong Kong Institute of Surveyors
Quantity Surveying Division**

Notice of Annual General Meeting 2009

Notice is hereby given that the Annual General Meeting of The Hong Kong Institute of Surveyors Quantity Surveying Division will be held on Thursday, 3 December 2009 at 6:30 pm in World Trade Centre Club Hong Kong, 38th Floor, World Trade Centre, Causeway Bay, Hong Kong.

Agenda

1. Apologies for Absence
2. Confirmation of the Minutes of last Annual General Meeting
3. Chairman's Report for the Year 2008/2009
4. Honorary Treasurer's Report and Accounts for the Year 2008/2009
5. Election of Officers and Council Members for the Year 2009/2010
6. Any Other Business