



INSTITUTE OF ARCHITECTS PAKISTAN

NOTICE

For

Annual General Body Meeting 2010

Notice is hereby given to all bonafide members of the Institute of Architects, Pakistan, that the ANNUAL GENERAL BODY MEETING of the Institute will be held **on Friday, September 17, 2010 at 5:30 PM at IAP House, ST-1/A, Block 2, Scheme 5, Clifton, Karachi.**

AGENDA:

1. Confirmation of Minutes of the Annual General Body Meeting held at IAP House, Karachi, on Tuesday, September 29, 2009, at 5:30 p.m.
2. Report on activities of the National Council.
3. Presentation of Audited Accounts for the year 2009-2010
4. Appointment of Auditors for the year 2010-2011
5. Holding of Annual Elections.
6. Any other business with the permission of the chair.

NOMINATION OF THE COUNCIL MEMBERS:

The nomination paper for election of members to the National Council of the Institute is enclosed. For the information of members, at each annual meeting one third of the members of the Council retire from Office. Hence there are a total of **three (3)** vacancies to be filled. The nomination form must reach the Honorary Secretary as per address and timetable given hereunder. The three retiring members are:

(Ar. Samar Ali Khan)

(Ar. Ashraf Shanjer)

(Ar. Suhail Abbasi co-opted in place of Ar. Syed Muhammad Irfan)

PROXY FORMS:

Members unable to attend the meeting are advised to participate in the elections by proxy. The instrument appointing proxy, enclosed herewith, should reach the Honorary Secretary as per address and timetable given, in default of which the instrument of proxy shall not be treated as valid.



INSTITUTE OF ARCHITECTS PAKISTAN

TIME TABLE:

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| 1. Nomination Paper to be received
By the Honorary Secretary | Friday, September 03, 2010 by 3:30 P.M. |
| 2. Withdrawal of Nominations | Wednesday, September 15, 2010 by 3:30 P.M. |
| 3. Proxy Forms to be received
by the Honorary Secretary | Wednesday, September 15, 2010 by 3:30 P.M. |
| 4. AGM to commence | Friday, September 17, 2010 at 5:30 P.M.
At IAP House, Karachi |

AGM PROGRAMME

- | | |
|---|-----------------------------|
| 1. Registration/Annual General Meeting | 5:30 P.M |
| 2. Dinner | 8:00 P.M – 9:00 P.M. |

MEMBERSHIP DUES:

Attention of the members is drawn to Article 41 of the Constitution which stipulates that no members having voting right shall be entitled to vote or to proxy at any meeting unless all subscriptions or other dues presently payable by him/ her to the Institute in respect of his/ her membership have been paid in full before the AGM. Members wishing to clear their dues may do so at the venue before commencement of the meeting. Kindly note that only **CASH** will be received at the venue. "Dues presently payable" refers to the annual subscription for 2010-11 which became due from July 01, 2010.

Ar. Muhammad Ashraf Shanjer
Honorary Secretary, IAP

IAP House:

ST. 1/A, Block-2
Scheme 5-Clifton, Karachi
Tel: + (92) 21 8257232; 35879335, 35879336 Fax + (92) 21- 34311800
Email: honsecretary@iap.com.pk/shanjer1@yahoo.com



INSTITUTE OF ARCHITECTS PAKISTAN

NOMINATION FORM FOR ELECTION TO IAP NATIONAL COUNCIL

We, the undersigned Members of the Institute of Architects, Pakistan do hereby nominate

Mr. / Ms. _____ who is a Fellow / Associate of the Institute of Architects, Pakistan, as a Member of National Council of the Institute.

PROPOSED BY:

Name: _____ Signature: _____

IAP Registration No. _____

SECONDED BY:

Name: _____ Signature: _____

IAP Registration No. _____

I, the undersigned, Fellow / Associate of the Institute of Architects, Pakistan, do hereby agree to serve as a Member of the National Council if elected.

Signature of Proposed: _____

IAP Registration No. _____

Nomination Paper to be received at the IAP HOUSE ST, 1/A, Block 2, Scheme 5- Clifton, Karachi (Tel:+(92)21 8257232, 35879335, 35879336 Fax (92) 21 34311800, Email: info@iap.com.pk before 3:30 pm on Friday, September 03, 2010.



INSTITUTE OF ARCHITECTS PAKISTAN

FORM OF PROXY

I, _____ being a Fellow/Associate of the Institute of Architects, Pakistan, hereby appoint:

Mr. / Ms. _____ IAP Registration No. _____

or failing him/her,

Mr. / Ms. _____ IAP Registration No. _____

as my proxy to attend and vote for me and on my behalf at the General Body Meeting of the Institute of Architects, Pakistan, to be held on Friday, September 17 , 2010 at 5:30 PM at the IAP House, Karachi, or at any adjournment thereof.

In witness I lay my hands this _____ day of _____ 2010

Signature _____ IAP Registration No. _____

Proxy Forms to be received at the IAP HOUSE ST, 1/A, Block 2, Scheme 5- Clifton, Karachi (Tel: + (92) 21 8257232, 35879335 , 35879336 Fax (92) 21 34311800, Email: info@iap.com.pk) before 3:30 pm on Wednesday, September 15, 2010. Proxies may also be sent by fax.