## The Camping and Caravanning Club

Greenfields House, Westwood Way, Coventry CV4 8JH

Green Paper Number:	1.3 (version 6) please remove version 5
Subject:	District Association/Section Area AGMs
То:	DA and Section Area Secretaries
From:	Director General
Direct Line No:	024 7647 5020
Meeting to the membership seven days notice for date, of Motions by a date at lead your Committee to come for Therefore, in order to meet About no later than 8 <sup>th</sup> Oc Failure to publish a proper should also consider putting that your AGM is to be held to submit an entry onto the submitted as well as submitted A form is attached for detail Hunt at Club Headquarters	requirements we must receive your notice to appear in Out & ober 2012, to ensure publication in Out and About.  Notice could put your AGM et cetera back several months. You a second reminder notice in the Out & About issue the month (date, venue and time only). Please note that it is not sufficient Meets Database. The attached form must be completed and ing AGM camping details on the Meets Database.  Is of your AGM. Please return this completed form to Carolyn by the above date.
	you that the appointment of your Treasurer should take place no November and be reported at your AGM.
	COPIED TO:
July 2012	To National Councillors
	To Region Secretaries The Camping and
	To Section Secretaries Club
	To District Association Secretaries
	To Section Area Secretaries

## THE CAMPING AND CARAVANNING CLUB ANNUAL GENERAL MEETING NOTICE TO BE PUBLISHED IN OUT & ABOUT



THE ANNUAL GENERAL MEETING OF			
(NAME OF UNIT)			
WILL BE HELD ON			
(DAY)	(DATE)	(MONTH)	
AT			
(FULL ADDRESS IN	CLUDING POSTCODE OF AGM LO	CATION)	
,			
STARTING AT		MAP REFERENCE	
(TIME)		(MAP REF MUST BE INCLUDED)	
NOTICES OF I	MOTIONS AND NOMINATIO	NS FOR COMMITTEE MUST BE SENT TO HON	
(NAME AND ADDRESS OF HON SECRETARY)			
ВУ			
(DATE BY WHICH N	MOTIONS AND NOMINATIONS SHOU	LD BE WITH SEC)	

## EXAMPLE OF HOW IT WILL APPEAR IN THE CLUB MAGAZINE:

The AGM of Anyother DA will be held on Sun 18 Apr at Anywhere Village Hall, Anywhere St, Anywhere AN14 6BD at 11am. MR 123/456789. Notices of motions and nominations for committee must be sent to Hon Sec Mr J Anyone, Another Ave, Anywhere AN13 4JQ by 18 Jan.