

S THE SURGICAL  
M MANUFACTURERS  
T & TRADERS  
A ASSOCIATION

(Registered Under Societies Registration Act 1860)



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**Ref: SMTA/Nov.-2021/AGM-68/Agenda**

**November 9<sup>th</sup>, 2021**

**AGBM INVITE & AGENDA NOTICE**

The **68<sup>th</sup> Annual General Body Meeting** of The Surgical Manufacturers and Traders Association will be held on **Saturday, the 4<sup>th</sup> December, 2021 at 7.00PM**. The venue of meeting is **Hotel The Leela Ambience, Gurugram Hotel & Residences, Ambience Island, NH-8, Gurugram-122002**.

**The Agenda of the AGM is here as under:-**

1. Welcome Address by the President.
2. Confirmation of minutes of the 67<sup>th</sup> AGBM held on 31<sup>st</sup> August, 2019.
3. Approval and Adoption of Resolution(s) if any passed by the Executive Body.
4. Adoption of the Audited Annual Accounts.
5. Secretary's Report.
6. Appointment of Auditors for next term.
7. Award Distribution.
8. Certificate Distribution to Governing Body.
9. Introduction with New Members
10. Lucky draw for Early Birds.
11. Any other matter with permission of the Chair.
12. Election of the office bearers.

You are requested to kindly grace the occasion with your benign presence.

**Note:** The Quorum for the meeting will be observed till 07.30PM. In case the quorum is not there, the meeting will be adjourned for half an hour and will resume at 08.00 pm for which no minimum quorum is required.

\* As per SMTA Constitution Only ONE Partner / Director or Proprietor can represent the member firm. THE OTHER PARTNER / DIRECTOR OF THE MEMBER FIRM will be considered as **Guest**.

With warm Regards

**Puneet Bhasin**  
Secretary - SMTA

- ❖ **KINDLY MARK THE DATE OF AGM AND PLEASE ENSURE YOUR PUNCTUAL PRESENCE.**
- ❖ **MEMBERS ARE REQUESTED TO KINDLY CLEAR DUES IF ANY, BEFORE THE AGM.**
- ❖ **KINDLY KEEP THE PHONES IN SWITCHED OFF MODE, WHILE AGM IS IN PROGRESS.**