

**UKALA AGM 2019**  
To be held on  
**Tuesday 17<sup>th</sup> December 2019**  
in  
**The Salusbury Room**  
**2<sup>nd</sup> Floor, Skyline House**  
**200 Union St, Southwark, London, SE1 0LX**  
(5 minutes' walk from Southwark Underground Station, or  
10 minutes from Waterloo Station) Car-parking is difficult).

2.30pm Registration

**2:45pm Annual General Meeting [full agenda appears below]**

3.00pm Meeting closes

To ATTEND the AGM please email [info@ukala.org.uk](mailto:info@ukala.org.uk) or call: **020 7820 7900**.

**There is no charge for attendance.**

If you have any questions or proposals, please write them clearly on a slip of paper, with your name on it, and pass to the attendant on arrival at the Registration Desk or submit in advance to [christian.barrett@ukala.org.uk](mailto:christian.barrett@ukala.org.uk)

## **VOTE PLEASE!**

**If you cannot attend, please vote by completing a Proxy Form or vote online.**

### **UK Association of Letting Agents Ltd**

(Registered in England, Company Number 03401834)

**Notice is hereby given of the Annual General Meeting to be held on**

**Tuesday 17<sup>th</sup> December 2019 at 2.30pm**

**at The Cutting Room, 2nd Floor, Skyline House, 200 Union St, London SE1 0LX**

#### **AGENDA**

- Item 1** To consider and approve the Minutes of last year's AGM
- Item 2** To consider and adopt the Company's Annual Report and Accounts for the period ended 31 March 2019.
- Item 3** To re-appoint Lescott Courts Ltd as reporting accountants of the Company until the next Annual General meeting at a fee to be agreed with the Board of Directors.
- Item 4** Any other Business (please notify the under-signed with any issues you intend to raise by 3.30pm on 16<sup>th</sup> December 2019)

By order of the Board, dated 5th November 2019.

Registered Office: Skyline House -2nd Floor, 200 Union St, London SE1 0LX