

**NOTICE**

Notice is hereby given that the 7<sup>th</sup> Annual General Meeting of the ADI will be held at Elephant Design, 13 Kumar Srishti, 1 NDA Pashan Road, Bavdhan, Pune-411021 on Monday, 28<sup>th</sup> October 2019 at 4.00 PM to transact the following business :

1. To receive, consider and adopt the Report of the National Executive Committee (NEC) for the year ended 31st March, 2019, about the management and affairs of the ADI.
2. To receive, consider and adopt the audited accounts for the year ended 31st March, 2019.
3. Appoint the auditors is up for appointment & fix. their remuneration.
4. Present audit of key events and fund distribution accounting between chapters and ADI main account.
5. Resolution to create chapter representation positions in NEC.
6. Resolution to adopt Design Professional practice guidelines as prepared by the sub committee as Annexure to R&R document.
7. Resolution to initiate revision on ADI R&R for changes in the trusteeship & related terms, membership process, including online registrations, membership fees, term of membership etc.
8. Resolution to accept formation of new ADI chapters.
9. Review of website- [www.adi.org.in](http://www.adi.org.in)
10. Approval of part time accountant for this year.
11. To transact any other business that may be brought forward by the Chairman or of which due notice has been given.

Pune: 4<sup>th</sup> Oct 2019

Prakash Khanzode (General Secretary)

**Note:**

- a. All members are cordially invited to attend the meeting. As per the Rules & Regulations of ADI, all Professional, Corporate & Educational members without any dues to ADI, are entitled to vote as per voting rights. Members or their proxies must bring their copy of the Audited Balance sheet & Annual Report, Attendance Form & Proxy form to the meeting. The same will not be supplied at the venue on the day of the meeting.
- b. Queries on accounts, if any, may be sent in writing so as to reach the registered office of the trust (Association of Designers of India, 3 Indrayani, Patrakar Nagar, S. B. Road, Pune, INDIA 411016) on or before 21<sup>st</sup> Oct 2019 and/or on [info@adi.org.in](mailto:info@adi.org.in)
- c. Members are requested to carry the proof of identity.

Encl: Proxy Form, Member Voting Slip

### Proxy Attendance Slip

7<sup>th</sup> Annual General Meeting of the ADI will be held at Elephant Design, 13 Kumar Srishti, 1 NDA Pashan Road, Bavdhan, Pune-411021 on Monday, 28<sup>th</sup> October 2019 at 4.00 PM

All Professional, Education & Corporate members of the ADI have the right to vote at the ADI AGM.

If a Member is unable to attend, the Member may complete the Proxy Form below, or a similar document with the same information, to authorize another Member to vote on the absent Member's behalf.

This Proxy form, to be valid, complete with all details and signature must reach ADI, registered office 48 hours in advance of the time of holding the AGM.

I \_\_\_\_\_ (name)  
membership number \_\_\_\_\_ being a paid up member of the ADI and  
entitled to vote hereby nominate \_\_\_\_\_  
as my proxy to vote for me on my behalf at the Annual General Meeting to be held  
on 28<sup>th</sup> October 2019 or at any postponement thereof.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 2019

Signature of member \_\_\_\_\_

\_\_\_\_\_ Proxy  
name \_\_\_\_\_

Note: Identity Proof of the proxy assigned will be required to be presented at the AGM venue.

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### Member Voting Slip

7<sup>th</sup> Annual General Meeting of the ADI will be held at Elephant Design, 13 Kumar Srishti, 1 NDA Pashan Road, Bavdhan, Pune-411021 on Monday, 28<sup>th</sup> October 2019 at 4.00 PM

All Professional, Education & Corporate members of the ADI have the right to vote at the ADI AGM.

Member Name \_\_\_\_\_

Membership number \_\_\_\_\_ being a paid up member of the ADI and  
entitled to vote.

Signed on this \_\_\_\_\_ day of \_\_\_\_\_ 2019

Signature of member \_\_\_\_\_

Note: Identity Proof of the proxy assigned will be required to be presented at the AGM venue