

October 2022

**AGM information 2022  
to be held at New Exeter House – Coleshill**

Dear Member

Please find enclosed Calling Notice, Proxy Form and the Agenda for the AGM on Thursday the 8th December 2022. Please note that the following will be posted on the website ([www.materialsfinishing.org](http://www.materialsfinishing.org)) under AGM menu when approved by the Management board in October: -

2021-22 Report of the Management Board  
2022 Agenda  
Draft Annual Accounts for 2021 - 22  
Draft 2021 minutes

This system saves the IMF a significant printing and postage cost as well as minimising paper waste! However, if you would prefer a hard copy (or an emailed copy) of any of the documents please contact me and I will send one in due course.

Your attendance at the AGM and the Lunch would be welcome. If you are unable to attend the AGM please complete the proxy form overleaf.

**If attending please complete and return the form below and let me know your choice of meal. We are hoping to also be able to use Zoom for those people who can't attend in person, if this is your preference, please let me know at [helen@materialsfinishing.org](mailto:helen@materialsfinishing.org) .**

**Luncheon preceding the Annual General Meeting**

At the conclusion of the morning lectures there will be Lunch.  
Members are welcome to bring guests.

I, ..... a member of the IMF (Membership No .....)  
**will be in attendance** at the pre-AGM luncheon.

I **will not** be bringing .....guest(s) (Name/Names.....)  
Choice of course - (please circle preference)

Please send this completed section by **Friday 18<sup>th</sup> November to:**  
Helen Wood, IMF, New Exeter House, 2 The Courtyard, Roman Way, Coleshill, Birmingham  
B46 1HQ  
Or email: - [helen@materialsfinishing.org](mailto:helen@materialsfinishing.org)

Helen Wood  
Office Manager  
[helen@materialsfinishing.org](mailto:helen@materialsfinishing.org)

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**Proxy form for Voting at the AGM on Thursday 8<sup>th</sup> December 2022**

I, (we) name

.....

a member of the INSTITUTE OF MATERIALS FINISHING

Hereby appoint: -

.....

and failing him/her

.....

to vote for me (us) and on my (our) behalf at the Annual General Meeting of the Institute to be held on the 8<sup>th</sup> December 2022 and at any adjournment thereof.

As witness this .....day of ..... 2022

Signature .....

Membership Number .....

Of (address)

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**NOTE:** Only Professional Members, Affiliates and Sustaining Members are entitled to vote. Please forward the above to the Secretary General at Exeter House to be received prior to the day of the meeting.