**AGM RSVP FORM**

**SVCA Thirty-First Annual General Meeting**

**Tuesday, 25th April 2023 at 4:30pm**

**National Gallery Singapore, Rooftop Studios, 1 St. Andrew's Rd, #01 – 01, Singapore 178957**

**To:** Honorary Secretary

Singapore Venture & Private Capital Association

Spaces 1 Raffles Place #02-01

One Raffles Place Shopping Mall

Singapore 048616

## Tel: +65 6721 7128

**Email**: [lynn.lim@svca.org.sg](mailto:lynn.lim@svca.org.sg)

|  |  |
| --- | --- |
| **MEMBER’S COMPANY NAME** |  |
| **NAME OF CONTACT PERSON** |  |
| **CONTACT NUMBER** |  |
| **E-MAIL** |  |
| **OFFICIAL DESIGNATED REPRESENTATIVE’S**  **(PRIMARY MEMBER)**  **AUTHORISED SIGNATURE** |  |

Please key in the full details of the AGM attendee(s) below.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Representative’s Name | Designation | Mobile # | E-mail |
| 1\* |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |

***\*Please indicate the name of the person from your company who will be the Official Designated Representative to vote at the AGM.***

We will **not attend** the AGM and wish to appoint a proxy. We enclose herewith the duly executed PROXY FORM.

The Designated Representative **confirms** his/her attendance at the \*Networking Reception.

\*The Designated Representative voting at the AGM will receive one (1) complimentary pass to the Networking Reception after the AGM. Additional passes can be purchased at Members’ rate through the SVCA website - <https://svca.glueup.com/event/svca-networking-reception-73212/>.

**Important Note(s)**:

1. Each Full Member may designate by proxy another Full Member to represent it at the General Meeting. The proxy holder shall have full authority to represent, vote and act for such Full Member in all matters on the agenda at the General Meeting.
2. Each Full Member may represent not more than two (2) other Full Members. An elected member of the Board may represent up to four (4) other Full Members and there shall be no limit on the number of Members that could be represented by the Chairman.
3. Please reply latest by **Tuesday, 25th April 2023**.

**\*\*AGM PROXY FORM**

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| / /2023 (DD/MM/YYYY) |

Date:

**To the Board, Singapore Venture & Private Capital Association**:

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Please be informed that [#*Insert* ***Appointing*** *Full Member Company Name*] is **unable** to attend the 31st Annual General Meeting to be convened at 4:30pm on 25th April 2023.

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I hereby appoint [*#Insert* ***Appointed*** *Full Member Company Name*] to attend and act as my proxy at the above-mentioned General Meeting, with my full authority to represent, vote and act for me, as if I were present, in all matters on the agenda at the Annual General Meeting.

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For & on behalf of [#*Insert* ***Appointing*** *Full Member Company Name*]

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|  |
| *[Authorised Signature of*  *Appointing Full Member’s*  *Official Designated Representative]* |

**Important Note(s)**:

*#**Full Member refers to the company, not individual.*

*\*\* The Proxy Form only needs to be submitted if your company is appointing another Full Member Company to vote on its behalf.*