

NOTICE OF GENERAL MEETING

**DUNDEE CITIZENS ADVICE BUREAU
(the "Company")**

COMPANY NUMBER: SC169302

SCOTTISH CHARITY NUMBER: SC011657

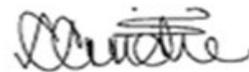
NOTICE IS HEREBY GIVEN that the Annual General Meeting of the Company (which is a Scottish charity) will be held at 2pm on 8th December 2023 at the Queens Hotel, 160 Nethergate, Dundee, for the following purposes:

1. Chairs Report
2. Approval of Company Accounts
3. Appointment of Auditor
4. Election of Directors

Guest Speaker: Isa Kristiansen-Bragg from Changeworks

Dated 22/11/2023

BY ORDER OF THE TRUSTEES



[Director/Company Secretary]

Registered Office:- Central Library, Level 4, Wellgate Centre, Dundee DD1 1DB

Notes:-

- 1 A member entitled to participate in and vote at the above meeting is entitled to appoint another person (who need not be a member of the Company) as his/her proxy to exercise all or any of his/her rights to participate in, to speak and to vote in his/her place.
- 2 A member who wishes to appoint a proxy to vote on his/her behalf at the above meeting:-
 - (a) shall lodge with the Company, at the Company's registered office address, a written instrument of proxy, signed by him/her; or

(b) shall send by electronic means to the Company at bureau@dundeecab.org.uk an instrument of proxy

providing (in either case) the instrument of proxy is received by the Company at the relevant address not less than 48 hours (with no account being taken of any part of a day that is not a working day) before the time for holding the meeting.

- 3 A member may not appoint more than one proxy to participate in the above meeting.
- 4 Should you require a copy of the articles of association these are available on companies house or please contact Claire.Christie@Dundeecab.org.uk who will provide you with a copy.