Dear SDAA members,

Change of Date on 2009/2010 Annual General Meeting

We would like to inform you that the date for the 2010 Annual General Meeting is changed with the following details. The change is due to the administration procedure under the SDAA Memorandum and Articles of Association.

<table>
<thead>
<tr>
<th>Original Date: 12 March 2010 (Fri)</th>
<th>Changed Date: 9 April 2010 (Fri)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Time: 7:00 pm</td>
<td>Time: 7:00 pm</td>
</tr>
<tr>
<td>Venue: A122 (Courtyard), Core A,</td>
<td>Venue: Staff Club Restaurant, 5/F., Communal Bldg., The Hong Kong Polytechnic University</td>
</tr>
<tr>
<td>The Hong Kong Polytechnic University</td>
<td>AGM Dinner Fee: HK$50 per head (Set dinner original price over $110) *</td>
</tr>
</tbody>
</table>

Please also be informed that Annual Dinner on 12 March 2010 remains unchanged.

**Agenda**

Reception

Meeting commences:
- Delivery and presentation of the Chairman’s Report
- Delivery and presentation of the Treasurer’s Report
- Approval of the Reports
- Matters arising from members (Q&A)
- Any other business

Meeting adjourns

As to form the sufficient quorum of the meeting, your presence and participation is very important to the Association. Please advise your attendance or reply with your proxy letter on or before 22 March 2010. If you have replied before on the original date of AGM, please do it once more time with this revised form.

Thank you very much for your attention and we apologize for any inconvenient caused.

Yours faithfully,

Beam Leung, Hon. Secretary
For the Executive Committee of SDAA

* Dinner fee to be paid on site. Cash or cheque made payable to ‘HKPU School of Design Alumni Association’.

2009/2010 SDAA Annual General Meeting (9 April, 2010)

**Reply Form**

To: SDAA (Please fax this form to 2774 5067 on or before 22 March, 2010.)

[ ] I will attend the SDAA Annual General Meeting on 9 April, 2010 (Friday)

Name: …………………………………….. Tel: …………………………………...

*Membership: Life/ Regular/ Student

Inquiry: Miss Anita Law, tel: 2766 4925
To: SDAA c/o Miss Anita Law  
(Fax: 2774-5067)

SDAA Annual General Meeting 2009/2010 (9 April, 2010)

Proxy Letter

* Please delete as inappropriate

I, _____________________________ being a *Life/ Regular member of the SDAA, would not attend the Annual General Meeting 2009/2010 of the Association on 9 April, 2010. I hereby authorize

☐ a member of the 2009/10 Executive Committee of the Association to exercise the voting rights for me.

☐ ______________________________ (name), *Life/ Regular member of the Association to present the meeting and exercise the voting rights for me.

Signature: __________________________

Name: ______________________________

Membership No.: ______________________

Date: _______________________________

Remarks: 1) This proxy form must be completed by the member himself/herself or his/her authorized person. This form must be signed to be effective.
2) This proxy form can be revoked at anytime. If member can attend the meeting, he/she can inform the Executive Committee at the meeting to revoke the proxy.
3) Please fill in and fax back to SDAA at 2774-5067 on or before 22 March, 2010.