



## POURAU INCORPORATION NOTICE OF ANNUAL GENERAL MEETING

The Annual General Meeting of owners will be held at:

**BDO Accountants Conference Room, 1 Peel Street, Gisborne,  
11am, Saturday 9<sup>th</sup> December 2023**

If shareholders and/or formally nominated proxy holders wish to attend the AGM virtually by zoom (i.e. for instance it maybe that they are unwell and/or immediate whanau members are unwell) please register your email address with the secretary on [proprietorsofpouraustation@gmail.com](mailto:proprietorsofpouraustation@gmail.com) OR [db.me.hope@xtra.co.nz](mailto:db.me.hope@xtra.co.nz) before 4pm Friday 8<sup>th</sup> Dec 2023.

### AGENDA

1. Karanga / karakia
2. Confirmation of minutes of previous meeting and matters arising
3. Chairpersons report for 2022/2023
4. Financial report
5. Appointment of Auditor and appointment of Share Valuer
6. Recommendation for payment of Dividend
7. Elections to Committee
  - a. Proxys' and Nominations' received

*NB: Committee positions held by Philip Hope and Miria Heavey and Kylee Potae are up for rotation in 2023 and all are available for re-election to the Committee of Management.*

8. General Business
  - a. Rangitahi
  - b. Shareholders are required to provide Bank Account details for Dividends Payment. Most have been provided, however there are some still outstanding.
  - c. It is recommended that all shareholders including whanau trusts are registered with IRD to minimize the Tax deducted from dividends before distribution.
9. Lunch



## OFFICIAL PROXY FORM - POURAU INCORPORATION

For the **Annual General Meeting held on at 11am, on Saturday, 9<sup>th</sup> December 2023** and any adjournment of the meeting,

I,.....being

(a) A Shareholder OR

(b) A Trustee on behalf of .....

Hereby Appoint..... as my /our Proxy

Signature..... Date.....

**Witness Name** .....

Address .....

Occupation .....

Signature .....

### **Important Notes:**

1. Trustees of Whanau Trusts should appoint a Proxy to represent their Whanau Trusts shares at the AGM (includes voting). To be valid this must be formally signed by a witness.
2. Please **Do Not** appoint a Committee Member, or any other person that has been nominated for election to the Committee of Management as a Proxy holder.
3. People that attend the meeting as holders of proxies are the only individual who are authorised to speak on behalf of the shares they represent.
4. This proxy form needs to be completed, legible, fully signed and be in the hands of:

The Secretary  
 Pourau Incorporation  
 P O Box 244  
 Kawerau 3169

[proprietorsofpouraustation@gmail.com](mailto:proprietorsofpouraustation@gmail.com) OR [db.me.hope@xtra.co.nz](mailto:db.me.hope@xtra.co.nz)

on or before 7<sup>th</sup> December 2023.



### Nomination for Committee of Management Form

In the matter of the Annual General Meeting of the shareholders of Pourau Incorporation to be held at the BDO Offices, 1 Peel Street, Gisborne, at 11am on Saturday, 9<sup>th</sup> December 2023.

I, .....being a shareholder (or Trustee) of .....

and a shareholder) representing ..... shares of Pourau Incorporation wish to nominate

..... for representation on the Committee of Management for Pourau.

**Details of person nominating :**

Name..... Signature .....

Phone .....

Address:

.....  
.....  
.....

**Confirmation/acceptance by nominee :**

Name..... Signature .....

Phone .....

Date.....

Shares in Pourau Incorporation represented by Nominee .....

Address:

.....  
.....

**Witness :**

Name..... Signature .....

Phone .....

Date.....



**Important Note:**

This nomination form needs to be compliant, legible, signed by 3 separate persons, and in the hands of:

The Secretary  
Pourau Incorporation  
P O Box 244  
Kawerau 3169

[proprietorsofpouraustation@gmail.com](mailto:proprietorsofpouraustation@gmail.com) OR [db.me.hope@xtra.co.nz](mailto:db.me.hope@xtra.co.nz)

on or before 7<sup>th</sup> December 2023.

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