

THE COLOMBO TEA TRADERS' ASSOCIATION

C/o: The Ceylon Chamber of Commerce, No. 50, Nawam Mawatha, Colombo 02.
Telephone: 5588849/5588848; Facsimile: 2449352; [E-Mail ; hemaratne@ctta.lk](mailto:hemaradne@ctta.lk); nisansala@ctta.lk

CIRCULAR NO. 21 OF 2023

July 7, 2023

FOR THE ATTENTION OF THE CHIEF EXECUTIVE

Dear Sir,

NOTICE OF THE 129th ANNUAL GENERAL MEETING

Notice is hereby given that the 129th Annual General Meeting of the Colombo Tea Traders' Association will be held on Friday, July 28, 2023 in the **Oak Room** of the **Cinnamon Grand Colombo**, commencing at 7.00 p.m.

Agenda

1. **Minutes**
=====
a) To confirm the Minutes of the 128th Annual General Meeting held on Friday, September 30, 2022
2. **Annual Report & Accounts**
=====
To adopt the Annual Report of the Committee and the Audited Accounts for the year 2022/2023
3. **Address by the Chairman**
=====
4. **Keynote Address by the Chief Guest**
=====
5. **Address by the Guest of Honour**
=====
6. **Office Bearers**
=====
a) To announce the Committee elected for the year 2023/2024
b) To announce the Chairman and the Vice-Chairmen elected for the year 2023/2024
7. **Address by the Special Guest**
=====
8. **Auditors**
=====
To appoint Auditors for the year 2023/2024
9. **Company Secretary**
=====
To appoint the Company Secretary for the year 2023/2024
10. **Presentation by the Guest Speaker**
=====
11. **Any Other Business**
=====
To deal with any other business, of which seven days notice shall have been given.

Yours faithfully,

THE COLOMBO TEA TRADERS' ASSOCIATION



H.D. HEMARATNE
CONSULTANT