



To: All Members  
Date: 23<sup>rd</sup> November 2011.

Rita Kotsapa  
National Chairman

Contact details:  
5 Helioupolis Street,  
2013 Strovolos  
Nicosia, Cyprus  
Tel. no. ++357 22 424366  
Cell no. ++35799407394  
Email:  
[rita.kotsapa@ltv3play.com](mailto:rita.kotsapa@ltv3play.com)

**Notice for an Extraordinary General Meeting**  
**Saturday, 14<sup>th</sup> January, 16.00 hrs**  
**SEMELI Hotel, Nicosia**

Notice is hereby given for an Extraordinary General Meeting of the European Management Assistants, Cyprus, to take place on Saturday 14<sup>th</sup> January 2012 at 16:00 hours at the SEMELI Hotel (10 Petraki Giallourou Street – near the Cyprus Hilton and Central Bank of Cyprus in Nicosia).

The purpose of this meeting is to elect National Public Relations Officer, vacancy which was created after the stepping down of the Cyprus NPRO as of 1<sup>st</sup> November 2011.

**Agenda**

16:00	<ul style="list-style-type: none"><li>• Welcome coffee</li><li>• Cutting of 2012 EUMA Vasilopitta</li></ul>
16:30	Election of National Public Relations Officer
17.00 – 17.30	Proposal for change of Guidelines for Financial Assistance <ul style="list-style-type: none"><li>• Voting</li></ul>
17.30 – 17.45	Proposal for small increase to Membership Fee <ul style="list-style-type: none"><li>• Voting</li></ul>
17.45 – 18.00	Other matters

**Confirmation of attendance**

Please confirm your attendance at the **EGM** to Mrs. Maria Koupparis at email [mkoupparis@eurobank.com.cy](mailto:mkoupparis@eurobank.com.cy) by **Tuesday 20th of December 2011**.

The participation of all members to this Extraordinary General Meeting is vital.

Looking forward to seeing you all there.

With kind regards

Rita Kotsapa

National Chairman