

Our Ref: AGM 2024 / Letter 3/Notice

11 October 2024



To: **Secretaries of Full Member Clubs and Associated Bodies**
Secretaries of Associate Clubs (*For Information only*)
Members of the Scottish Rugby Union Board and Club Rugby Board
Members of the Scottish Rugby Limited Board
Past Presidents

Distribution by Email

Scottish Rugby Union
Scottish Gas Murrayfield
Edinburgh EH12 5PJ

+44 (0)131 346 5000
scottishrugby.org

Dear Colleague,

Scottish Rugby Union (the “Union”) - Annual General Meeting 2024
Notice of Meeting – Wednesday 27 November 2024 at 6.00pm

I enclose formal Notice of Scottish Rugby Union’s 2024 Annual General Meeting, including the Order of Business.

The Meeting is being held on an online meeting platform only.

The Notice includes details of the Resolutions that will be proposed on behalf of the Union at the Meeting, together with some explanatory notes outlining the rationale for each of the Resolutions. **Please read these carefully.**

Under Article 43 of the Union’s Articles of Association, full members and associated bodies are entitled, subject to certain conditions, to submit amendments to Resolutions.

If you wish to submit an amendment, you should submit it to the registered office address for the attention of the Company Secretary, or by email to: robert.howat@srugby.org.uk so that it is received by **no later than 5pm on Wednesday 30 October 2024.**

Please note that an ordinary resolution may be amended by ordinary resolution, provided the amendment does not, in the reasonable opinion of the chair of the meeting, materially alter the scope of the resolution.

Proxy Voting

Proxy voting will also be available. If your representatives are unable to attend the Meeting, **please consider using the proxy voting service to ensure that your vote can be recognised and contributes to the minimum quorum requirement.**

This letter includes a sample form of proxy which shows the information that you will need to provide, and accompanying notes setting out various rights of proxies and information about completion.

The form should be completed online only, at the relevant time if you wish to use the proxy voting facility.

You will receive a separate email from SRU@lumiengage.com in due course which will contain your username, password and log in instructions. Please make sure to check your spam / junk folders.

You will be able to record your proxy details from Thursday 31 October 2024, if you wish to use that service.

The Minutes of the 2023 Annual General Meeting, held on 18 November 2023, are available on the Scottish Rugby website.

<https://scottishrugby.org/scottish-rugby-union-agm/>

Further documentation for the Meeting, including a copy of the Annual Report and Financial Statements, will follow closer to the time of the Meeting.

Thank you for your assistance.

Yours sincerely,



Robert Howat
Company Secretary
Scottish Rugby Union