**Federation of Recorded Music Societies Ltd**

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October 2024

Dear FRMS Contact,

**Annual General Meeting – Second Mailing**

I am pleased to enclose further documents for the **88th FRMS Annual General Meeting** to be held on **Saturday, 2November 2024** at **2pm** by Zoom videoconferencing. Details of how to join the meeting were sent in the first mailing, but further copies can be downloaded from the FRMS website. If you plan to join the meeting, it is essential that you let me know in advance so that I can ensure that you receive the electronic invitation – there is still time to do this.

This second mailing includes: **Notification Letter; the Committee Report 2024 including the Committee List 2024/25; Treasurer’s Report, Accounts and Independent Examiners’ Verification; AGM Agenda; Proxy Form.**

Any number of Affiliate Society members may join the meeting and contribute to the debate, but each Affiliate Society is entitled to only one voting delegate should voting be required. **If more than one member is attending, please decide in advance and make it clear to me who will have voting rights.** If it is not possible for your Affiliate Society to join the meeting, please consider appointing someone to act as your Proxy who may vote on your behalf. The meeting is an important opportunity, both to become involved in the Federation’s business and to validate its affairs. Please note, however, that no person may act as Proxy for more than one Society, so be sure to check before naming your proxy in case they have agreed to act for somebody else.

Minutes for the AGM 2023 were included in the first mailing already dispatched by email to Affiliate Societies’ Secretaries; additional copies are available on the FRMS website.

On behalf of the Chairman and Committee I do hope you will be able to attend.

Yours faithfully

Adele Wills

Adele Wills

Secretary, FRMS