

Mahavir Foundation

Registered Charity NO 296175
557 Kenton Road, Kenton, Middlesex HA3 9RS - www.mahavirfoundation.com
Derasar Tel: 020 8206 1659 – President: Niraj Sutaria

Notice of Annual General Meeting

All of our members are hereby notified that Mahavir Foundation's Annual General meeting will take place at 12.39pm on Sunday, 14th December 2025 at 555 Kenton Road, Kenton, Middlesex HA3 9RS

Please, note our full audited accounts will be posted on our website:

www.mahavirfoundation.com Income & expenditure account and balance sheet are enclosed herewith. Anyone can contact the President, Secretary or Treasurer for a copy of the accounts, please send a self-addressed stamped envelope (A4 or A5).

Agenda

1. Prayers, Apologies
2. Secretary's Report
3. Minutes of the last AGM and approval of the minutes
4. President's Report
5. Treasurer's Report, Accounts for the year 2024, approval of accounts*
6. Appointment of the Auditor
7. AOB
9. Appointment of the Election Returning Officer. Present committee resigns.
10. Election of the new Executive Committee.

* Abridge copy of the accounts is attached to this notice. Full set of account can be availed by contacting President, Secretary by sending self-addressed stamped envelope.

** A copy of final constitution is published our Website at www.mahavirfoundation.com. Any one wants a copy of the proposed changes can contact the President, Secretary for a copy of the proposed constitution by sending a self-addressed stamped envelope.

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VOTES OF MEMBERS

24. Subject as hereinafter provided, every qualifying member shall have one vote.

25. Save as herein expressly provided, no member other than a member duly registered at least 180 days before the meeting, who shall have paid every sum (if any) which shall be due and payable to the Foundation in respect of his membership, shall be entitled to vote on any question personally at any General Meeting, Votes may be given on a poll either personally or by proxy. On a show of hands, a member present only by proxy shall have no vote. A proxy must be a life member of the foundation.

26. Appointment of Proxy: **a.** Any eligible member wishing to appoint a proxy will need to give authority on the prescribed form. Any eligible person if appointed as proxy, such proxy can accept and act as proxy for only one member. If a person appointed as proxy accepts such appointment for more than one member, such proxy will be disqualified to act as proxy for the said meeting. **b.** In order to be valid and acceptable, such authority will need to be witnessed and reach the Secretary of the Foundation at least seventy-two hours before the time appointed for the meeting/poll. **c.** Executive Committee will have power to scrutinise all applications of appointments of proxies. **d.** No instrument appointing a proxy shall be valid after the expiration of two months from the date of its execution.

27. A vote given in accordance with the terms of an instrument of proxy shall be valid notwithstanding the previous death or insanity of the principal or revocation of the proxy or of the authority under which the proxy was executed, provided that no intimation in writing of the death, insanity or revocation as aforesaid shall have been received at the office before the commencement of the meeting or adjourned meeting at which the proxy is used.

28. Any instrument appointing a proxy shall be in the following form or as near hereto as circumstances will admit:

"I _____ residing at _____ of _____ "a member of "Mahavir Foundation Limited" hereby appoint _____ of _____ and failing him. " _____ of _____ to vote for me and "On my behalf at the (Annual or Extraordinary, or Adjourned, as "the case may be) General meeting of the Foundation to be held "On the _____ day of _____ and at every adjournment "thereof. As witness my hand this _____ day of _____ year _____

"The instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a poll.

Signature of Member _____

Witnessed by Name _____ Signature _____

Acceptance by Proxy _____

The Proxy form should be send to the **Secretary, Rajen Shah by email:** info@mahavirfoundation.com by Midnight of 10th December 2025. Proxy forms from floor will not be accepted.

FOR OFFICE USE

Proxy Received on.....

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NOMINATION FORM – 2025 to 2027

(* all fields are mandatory) Form should be send to the Secretary, Rajen Shah by email:
info@mahavirfoundation.com by Midnight of 10th December 2025

(1) CANDIDATE TO FILL THIS PART

I would like to serve as one of the Committee members and would do my utmost to serve the organisation and will be loyal to its constitution, aims and objectives. I also undertake to take any responsibilities given to me and I am available to give my time to our community. I have no record of any previous conviction and confirm that I am not disqualified from acting as trustee / executive committee member. Every elected charity trustee must be a life member of the charity for at least two years prior to seeking appointment as a trustee.

Candidate's Name*:

Candidate's Signature*:

Address*:

Post Code*: MF Membership No*:

Tel*

Date*:

(2) PROPOSER TO FILL THIS PART

I am a member of MF from 2 years and would like to nominate*:
..... to serve in the Executive Committee of MF.

Proposer's Name*:

Address*:

Post Code* MF Membership No*:

Tel*:

Signature*:

Date*:

(3) SECONDER/SUPPORTER TO FILL THIS PART

I am a member of MF from 2 years and would like to support the above nomination

Supporter's Name*:

Address*:

Post Code*: MF Membership No*:

Tel*:

Signature*: Date*: