



MAKATI COMMERCIAL ESTATE ASSOCIATION, INC.

Washington SyCip Park, Legazpi St., Legazpi Village, Makati City
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April 17, 2012

MEMORANDUM CIRCULAR 2012-04

FOR: ALL MEMBERS

RE : AGENDA, 49TH ANNUAL MEMBERSHIP MEETING

The following matters will be considered in the Annual Membership Meeting of the Makati Commercial Estate Association, Inc. (MaCEA) to be held at 9:00 a.m. on Tuesday, May 08, 2012, at the McKinley Room, Manila Polo Club, Forbes Park, City of Makati:

AGENDA

1. Call to order
2. Reading of the Proof of Notice
3. Determination of Quorum
4. Approval of Minutes of May 10, 2011 Annual Membership Meeting
5. Approval of Reports
 - 5.1 2011 Annual Report
 - 5.2 2011 Financial Report
6. Ratification of the Acts of the Board of Governors
7. Election of Board of Governors
8. Appointment of External Auditors
9. Other Matters
10. Adjournment



JAIME R. MATIAS
Corporate Secretary