

**STRATA MANAGEMENT ACT 2013
STRATA MANAGEMENT (MAINTENANCE AND MANAGEMENT) REGULATION 2015**

**NOTICE OF THE FOURTH ANNUAL GENERAL MEETING OF
MANAGEMENT CORPORATION**

To:

ALL PROPRIETORS CONSTITUTING THE Q SENTRAL MANAGEMENT CORPORATION (PERBADANAN PENGURUSAN Q SENTRAL)

NOTICE IS HEREBY GIVEN THAT the Fourth Annual General Meeting of the Q Sentral Management Corporation (Perbadanan Pengurusan Q Sentral), convened under 2nd Schedule, Para 10 of the Strata Management Act 2013 [Act 757], will be held at **West Wing (Food Court Area), Level 11, Q Sentral, No. 2A, Jalan Stesen 2, Kuala Lumpur Sentral, 50470 Kuala Lumpur, on Friday 29th September 2023, at 10.00a.m.** for the following purposes:

IMPORTANT REMINDER

Please bring along your Identification Card/Passport. For recent registration of proprietorship within three months hereof, please bring along a certified true copy of the strata title of your parcel for purpose of verification for entitlement to vote and/or to seek election at this AGM.

All outstanding charges, including service charges, sinking funds and late payment interests up to August 2023 shall be fully paid not later than 22nd September 2023, 10 a.m.

AGENDA:

1. To elect the Chairman of this AGM.
2. To approve and adopt the minutes of meeting for the 3rd AGM held on 15th July 2022.
3. To accept the audited accounts of Management Corporation for the financial year ended 31st December 2022.
4. To resolve that the amount of Charges be determined on all proprietors in accordance with a single rate of RM6.4665 per share unit for all types of parcels.
5. To consider the annual budget for the year 2024.
6. To consider and approve the proposal that with effect from 1st October 2023, the Charges payable be determined at the rate of RM7.1132 per share unit (10% increase) and that contribution to the Sinking Fund be determined at 10% of the Charges.
7. To consider and approve the proposal by Synergy on LED lights replacement programme.

8. **To determine the number of members of the Management Committee and to elect the Management Committee.**

TAKE FURTHER NOTICE THAT any proprietor may by notice in writing sent to the registered office of the Management Corporation stated herein, in not less than seven (7) days before the time for holding the meeting, require inclusion of a motion to amend any of the existing motions as set out in the notice in the agenda of this Fourth Annual General Meeting.

Dated: 14th September 2023

For and on behalf of:

PERBADANAN PENGURUSAN Q SENTRAL



.....

Dato' Rabinder Singh

Chairman, Management Committee of Perbadanan Pengurusan Q Sentral

Level M1, Q Sentral, No. 2A Jalan Stesen Sentral 2,
Kuala Lumpur Sentral, 50470 Kuala Lumpur

Notes:

Please take note that the Fourth Annual General Meeting of the management corporation shall be conducted under the Third Schedule of the Strata Management Act 2013 [Act 757]. The following provisions of Act 757 will apply:

1. One half of the proprietors entitled to vote present, either in person or by proxy, shall constitute a quorum at a general meeting. If within half an hour after the time appointed for a general meeting a quorum is not present, those proprietors entitled to vote who are present shall constitute a quorum.
2. Any matter that requires a decision at a general meeting shall be decided on a show of hands unless a poll is demanded by a proprietor or his proxy.
3. Each proprietor (who is not a co-proprietor) shall have one vote in respect of each parcel on a show of hands, and on a poll shall have such number of votes as that corresponding with the number of allocated share units or provisional share units assigned to his parcel or provisional block.
4. A proprietor shall not be entitled to vote if, on the seventh day before date of the meeting, all or any part of the Charges or contribution to the sinking fund or any other money due and payable in respect of his parcel are in arrears.
5. **Co-proprietors may vote by means of a jointly appointed proxy** appointing anyone of them or any other person. **In the absence of a proxy, co-proprietors shall not be entitled to vote on a show of hands** except where a unanimous resolution is required, provided that any co-proprietor may demand a poll. On a poll, each co-proprietor shall be entitled to such number of the votes attaching to his parcel as is proportionate to his interest in the parcel.
6. A proxy shall be entitled to vote on a show of hands or on a poll.
7. A proxy need not be proprietor. **A person may act as proxy for only one proprietor at any one general meeting.**
8. An instrument appointing a proxy shall be in writing under the hand of the proprietor making the appointment or his attorney. If the proprietor appointing the proxy is a company, society, statutory body or any other body, the appointment of proxy should be under seal or under the hand of a director or its attorney duly authorised. An instrument appointing a proxy if made under the hand of an attorney shall be accompanied with a copy of the power attorney.
9. A proprietor may use the proxy form attached, if suitable. The instrument appointing a proxy shall be deposited at the address of the Management Corporation stated in this notice of meeting not less than forty-eight (48) hours before the time for holding the meeting or any adjournment of the meeting, failing which the proxy shall not be entitled to attend or vote.
10. **For the avoidance of doubt, a proxy appointed by a proprietor shall not be eligible for election.**
11. A proprietor who is not a natural person may be represented in any general meeting as follows:
 - (a) if the proprietor is a company, by its representative duly authorised under its seal or the hand of its director, or by any duly authorized attorney or by its appointed proxy;
 - (b) if the proprietor is a company where a receiver or a receiver and manager is appointed, by the receiver or the receiver and manager or a person duly authorized by the receiver or the receiver and manager or by its appointed proxy;
 - (c) if the proprietor is a company which is under is under liquidation, by the liquidator or any person duly authorized by the liquidator or by its appointed proxy;

- (d) if the proprietor is a society, by any one of its office bearers or any person duly authorized by the society or by its appointed proxy; or
 - (e) if the proprietor is a statutory body or any other body, by one of its members or such other duly authorized person or by its appointed proxy
12. A proprietor's representative may use the corporate's representative form attached, if suitable. The instrument appointing a corporate's representative shall be deposited at the address stated in the Corporate's representative form attached not less than forty-eight (48) hours before the time for holding the meeting.
13. A person shall not be eligible for election as a member of the management committee of a management corporation unless he is an individual of at least twenty-one years of age and who –
- (a) is a proprietor or a co-proprietor of a parcel;
 - (b) is nominated for election by a proprietor of a parcel which is a company, society, statutory body or any other body; or
 - (c) is not a proprietor of a parcel but is a member of the immediate family of a proprietor who owns two or more parcels and is nominated for election by that proprietor.
14. Notwithstanding paragraph 13, an individual referred to in that paragraph shall not be eligible for election as a member of the management committee of a management corporation if, on the seventh (7th) day before the date of election –
- (a) where he is a proprietor or co-proprietor of a parcel, all or any part of the Charges or contribution to the sinking fund in respect of that parcel are in arrears;
 - (b) where he is nominated for election by a proprietor of a parcel which is a company, society, statutory body or any other body, all or any part of the Charges or contribution to the sinking fund in respect of that parcel are in arrears; or
 - (c) where he is a member of the immediate family of a proprietor who owns two or more parcels and is nominated for election by that proprietor, all or any part of the Charges or contribution to the sinking fund in respect of any parcel are in arrears.
15. Notwithstanding paragraph 13 and without prejudice to paragraph 14, the following persons shall also not be eligible for election as a member of the management committee:
- (a) an individual who is a co-proprietor of a parcel with another one or more co-proprietors, if any other co-proprietor of that parcel is also a candidate at that election; and
 - (b) an individual who is nominated for election by a proprietor who owns two or more parcel if:-
 - (i) that proprietor together with any of his nominees:-
 - (A) nominated at the same election; or
 - (B) elected to the management committee at the same or other election; or
 - (ii) that proprietor's nominees,

exceeds the threshold number for that proprietor determined in accordance with subparagraph (11).

16. For the purpose of determining the eligibility of any individual who is nominated for election as a member of the management committee under paragraph (15)(b), the threshold number for that proprietor shall be –
 - (a) the number of management committee members that is proportional to that proprietor's share units, ignoring any fraction; or
 - (b) forty-nine percent of the number of management committee members determined under subparagraph (1), ignoring any fraction,whichever number is lower.
17. The word "proprietor" shall include the original proprietor who owns two or more parcels but the original proprietor's number of parcels shall exclude any parcel that has been sold to any person who has yet to be duly registered as a proprietor.
18. An absent proprietor shall not be nominated for election as a member of the management committee unless he has appointed a proxy and has given his written consent to be nominated and elected as a member of the management committee.
19. In the case of any other interpretation or doubt, please refer to the relevant sections in the Strata Management Act, 2013 [Act 757] and the relevant provisions in the Third Schedule of the Strata Management Act 2013.

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FOURTH ANNUAL GENERAL MEETING OF PERBADANAN PENGURUSAN Q SENTRAL

PROXY FORM

To: **Perbadanan Pengurusan Q Sentral**
Management Office, Level M1, Q Sentral,
No. 2A, Jalan Stesen Sentral 2, Kuala Lumpur Sentral,
50470 Kuala Lumpur

*I / *We (full name) _____
*NRIC No. / *Passport No. / *Company No. / *Registration No. _____
of (address) _____
*am a proprietor / *are co-proprietors in respect of Parcel No. / Unit No. _____ at
Q Sentral, hereby appoint (full name) _____
_____ *NRIC No. / *Passport No. _____
of (address) _____

as *my / our proxy to vote for *me / us at the Fourth Annual General Meeting of Q Sentral Management Corporation (Perbadanan Pengurusan Q Sentral) to be held at West Wing (Food Court Area), Level 11, Q Sentral, No. 2A, Jalan Stesen Sentral 2, Kuala Lumpur Sentral, 50470 Kuala Lumpur on Friday, **29th September 2023 at 10.00 a.m.** or at any adjournment thereof.

Dated: _____

Signature *Proprietor / Co-Proprietors

*Seal / Stamp (where applicable)

Name:

*Designation:

** Delete whichever is not applicable*

Notes on appointment of proxy

1. This instrument appointing a proxy shall be in writing under the hand of the proprietor making the appointment or his attorney. If the proprietor appointing the proxy is a company, society, statutory body or any other body, the appointment of proxy should be under seal or under the hand of its director or its attorney duly authorized. An instrument appointing a proxy if made under the hand of an attorney shall be accompanied with a copy of the power of attorney.
2. This form must be properly filled and completed as otherwise the appointment of the proxy will be invalid. The completed appointment of proxy form must be lodged with the management office at the above stated address **before 10.00 a.m. on 27th September 2023**, failing which the proxy shall not be entitled to attend or vote.

FOURTH ANNUAL GENERAL MEETING OF PERBADANAN PENGURUSAN Q SENTRAL

CORPORATE REPRESENTATIVE FORM

To: **Perbadanan Pengurusan Q Sentral**
Management Office, Level M1, Q Sentral,
No. 2A, Jalan Stesen Sentral 2, Kuala Lumpur Sentral,
50470 Kuala Lumpur

*I / *We (full name) _____
*Company No. / *Registration No. _____
of (address) _____

*is / are corporate proprietor in respect of Parcel No. / Unit No. _____ at Q Sentral,
hereby appoint (full name) _____
*NRIC No. / *Passport No. _____
of (address) _____

as our corporate representative at the Fourth Annual General Meeting of Q Sentral Management Corporation (Perbadanan Pengurusan Q Sentral) to be held at West Wing (Food Court Area), Level 11, Q Sentral, No. 2A, Jalan Stesen Sentral 2, Kuala Lumpur Sentral, 50470 Kuala Lumpur on **Friday, 29th September 2023, at 10.00 a.m.** or at any adjournment thereof for the following purpose(s):

***(1) to attend and vote on our behalf;**

***(2) to be nominated for election as a member of the Management Committee.**

Dated: _____

Signature Authorised *Director / Liquidator / Person

*Seal / Stamp of Corporate Proprietor

Name of Authorised Signatory:

*Designation:

** Delete whichever is not applicable*

Notes on appointment of corporate representative

1. This appointment of corporate representative should be under seal or under the hand of the director of the corporate proprietor.
2. This form must be properly filled and completed as otherwise the appointment of the corporate representative will be invalid. The completed appointment of corporate representative form must be lodged at the above stated address **before 10.00 a.m. on 27th September 2023.**

FOURTH ANNUAL GENERAL MEETING OF PERBADANAN PENGURUSAN Q SENTRAL

NOMINATION FORM

To: **Perbadanan Pengurusan Q Sentral**
Management Office, Level M1, Q Sentral,
No. 2A, Jalan Stesen Sentral 2, Kuala Lumpur Sentral,
50470 Kuala Lumpur

1. The Proposer

*I / *We, the undersigned, (full name of proposer) _____

*NRIC No. / *Passport No : _____

*Company No. / *Registration No : _____
of (address) _____

*am a proprietor / *are co-proprietors entitled to vote in respect of Unit No. _____ at Q Sentral
hereby nominate the *proprietor / *co-proprietor entitled to vote:

(full name of nominee) _____

*NRIC No. / *Passport No : _____ Unit No. _____
of (address) _____

for election to the Management Committee at the Fourth Annual General Meeting of the Q Sentral Management Corporation (Perbadanan Pengurusan Q Sentral) to be held at West Wing (Food Court Area), Level 11, Q Sentral, No. 2A, Jalan Stesen Sentral 2, KL Sentral, 50470 Kuala Lumpur on **Friday 29th September 2023 at 10.00 a.m.** or at any adjournment thereof.

Dated : _____

Signature of Proposer

* Seal / *Stamp of Corporate Proprietor

Name of Authorized Signatory: _____

*Designation: _____

* delete whichever is not applicable

(Please turn over)
Nomination Form 1/2

[The space below is intentionally left blank]

2. The Secunder

I, the undersigned, (full name of seconder) _____

*NRIC No. / * Passport No : _____

*Company No. / *Registration No : _____

being *proprietor / * co-proprietor entitled to vote in respect of Unit No : _____

at Q Sentral hereby second this nomination for nominee:

(full name of nominee) _____

Dated: _____

Signature of Secunder

*Seal / Stamp of Corporate Proprietor

Name of Authorized Signatory: _____

*Designation : _____

*delete whichever is not applicable

3. The Nominee

I, the undersigned being *proprietor / * co-proprietor of Unit No: _____ at Q Sentral, declare that I am qualified and eligible to be nominated for the election to the Management Committee under the Strata Management Act 2013 [Act 757].

I hereby agree to be nominated for election and to make time and serve as a member of the Management Committee if I am elected to the Management Committee at the Fourth Annual General Meeting of the Q Sentral Management Corporation (Perbadanan Pengurusan Q Sentral) to be held at West Wing (Food Court Area), Level 11, Q Sentral, No. 2A, Jalan Stesen Sentral 2, Kuala Lumpur Sentral, 50470 Kuala Lumpur on **Friday, 29th September 2023 at 10.00 a.m.** or at any adjournment thereof.

Dated: _____

Signature of Nominee

*Seal / *Stamp of Corporate Proprietor

Name of *Proprietor / *Corporate's Representative : _____

*Designation Corporate's Representative: _____

*delete whichever is not applicable

Notes on nomination

1. An absent nominee has to appoint his proxy to attend the general meeting in order to qualify for the nomination and election at the general meeting re : Act 757, 2nd Schedule, paragraph 2(13).
2. This form must be properly filled and completed as otherwise the nomination will be invalid. The completed nomination form must be lodged at the above stated address before **10.00 a.m. on 27th September 2023**. Notwithstanding the aforesaid, nomination may still be made during the general meeting provided the nominee is present at the meeting.

Nomination Form 2/2