

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

**NOTICE OF THE THIRD EXTRAORDINARY GENERAL MEETING OF
MANAGEMENT CORPORATION**

To:

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

NOTICE IS HEREBY GIVEN THAT the **Third Extraordinary General Meeting (“EGM”)** of the Q Sentral Management Corporation (Perbadanan Pengurusan Q Sentral) shall be convened under Paragraph 11(2)(c) of the Second Schedule of the Strata Management Act 2013 [Act 757], as follows:

Date : 23rd February 2024 (Friday)
Time : 10.00 a.m.
Venue : West Wing (Food Court Area), Level 11, Q Sentral, No. 2A, Jalan Stesen Sentral 2, Kuala Lumpur Sentral, 50470 Kuala Lumpur.

In the interest of staying on schedule, kindly arrive at 9.00 a.m. where the registration process will begin. In line with Paragraph 15(2), Second Schedule of the Act, please be informed that should you fail to arrive within half an hour after the time appointed for the EGM, the eligible purchasers/parcel owners present shall constitute a quorum and we shall PROCEED with the convening of the EGM.

We enclose herewith the following documents for your perusal:

1. Notice of Extraordinary General Meeting & Agenda;
2. Proxy Form;
3. Corporate Representative Form.

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 the 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 31st January 2024 shall be fully paid not later than 16th February 2024, 10 a.m.

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 Third Extraordinary General Meeting.

Please contact us at 03-2730 2041 or email helpdesk@qsentra.kl.com should you require further information.

Dated: 08th February 2024

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

**NOTICE OF THE THIRD EXTRAORDINARY GENERAL MEETING OF
Q SENTRAL MANAGEMENT CORPORATION
23rd February 2024 at 10.00 a.m.**

AGENDA:

1. APPOINTMENT OF CHAIRMAN

To elect a Chairman of the Extraordinary General Meeting of Q Sentral Management Corporation.

ORDINARY RESOLUTION NO. 1 – APPOINTMENT OF CHAIRMAN

“THAT IT IS HEREBY RESOLVED AND AGREED UPON BY Q SENTRAL MANAGEMENT CORPORATION to elect a chairman from those proprietors present who are entitled to vote from the proprietors to preside over the Extraordinary General Meeting (“EGM”) of the MC until its conclusion pursuant to paragraph 16 of the Second Schedule of the Strata Management Act 2013 (“Act 757”).”

2. CHARGES AND SINKING FUND RATE

To determine charges and sinking fund rate.

Explanatory Notes:

2.1. Budget 2024 was resolved on the 4th AGM dated 29th September, however the corresponding proposed revised Charges and Sinking Fund rate was not resolved at the said General Meeting. Therefore, MC has to carry on paying for the expenses of the building while waiting for an EGM to adopt new rates for Charges and Sinking Fund.

2.2. Therefore, the Committee has proposed the following ordinary resolutions for deliberation by all eligible proprietors at this EGM to adopt new rates for Charges and Sinking Fund.

ORDINARY RESOLUTION 2 – CHARGES AND SINKING FUND

“THAT IT IS HEREBY RESOLVED AND AGREED BY Q SENTRAL MANAGEMENT CORPORATION (“MC”) that pursuant to section 60(3)(b) of the Strata Management Act 2013 [Act 757] in order to ensure that there will be adequate and sufficient fund for the management and maintenance of the common property of Q Sentral, the Charges shall be calculated based on **EITHER ONE** of the following options and is hereby approved with effect from 1st April 2024 (except for Option B):

Option A

Single rate scheme, whereby building expenses are divided by total allocated share unit.

No.	Type of Parcels	Charges and Sinking Fund per share unit/month	
		New Charges	New Sinking Fund
(1)	Office Units	RM 7.1132	RM 0.7113
(2)	Business Units *	RM 7.1132	RM 0.7113
(3)	Retail (Units Level 11-13)	RM 7.1132	RM 0.7113
(4)	Carpark	RM 7.1132	RM 0.7113

* For business units with the negative covenant, the Charges and Sinking Fund rates will be adjusted to RM2.8897 and RM0.2890 respectively.

Option B

Multiple rate scheme, whereby building expenses are divided by Restricted Common Property and Non-Restricted Common Property.

No.	Type of Parcels	Charges and Sinking Fund per share unit/month	
		New Charges	New Sinking Fund
(1)	Office Units	To Be Advised	To Be Advised
(2)	Business Units	To Be Advised	To Be Advised
(3)	Retail (Units Level 11-13)	To Be Advised	To Be Advised
(4)	Carpark	To Be Advised	To Be Advised

This motion approves the method and also approves MC to engage a specialist/consultant with an estimated budget to be advised to study & finalise the amount and to be further approved in another General Meeting.

Option C

Multiple rate scheme, by simple apportionment method. This scheme considers all costs to be apportioned according to allocated share units, except electricity costs 18% borne by Carpark and 82% borne by Office, Business Units & Retail.

No.	Type of Parcels	Charges and Sinking Fund per share unit/month	
		New Charges	New Sinking Fund
(1)	Office Units	RM 7.3246	RM 0.7325
(2)	Business Units **	RM 7.3246	RM 0.7325
(3)	Retail (Units Level 11-13)	RM 7.3246	RM 0.7325
(4)	Carpark	RM 6.4600	RM 0.6460

** For business units with the negative covenant, the Charges and Sinking Fund rates will be adjusted to RM2.9756 and RM0.2976 respectively.

AND THAT the Charges and sinking fund contributions shall be paid in full by the respective proprietors.

3. **MANAGEMENT CORPORATION TO CONTINUE TO APPROVE EXPENSES**

To ensure the continuity of the building operation, the Management Corporation needs to continue carry on paying expenses under the approved budget for 2024 as per the 4th AGM on 29th September 2023 while waiting for the final calculation and adoption of new rates of Charges and Sinking Fund.

ORDINARY RESOLUTION NO. 3 – MANAGEMENT CORPORATION TO CONTINUE TO APPROVE EXPENSES

“THAT IT IS HEREBY RESOLVED AND AGREED UPON BY Q SENTRAL MANAGEMENT CORPORATION to continue to carry on paying expenses under the approved budget for 2024 as per the 4th AGM on 29th September 2023 while waiting for the final calculation and adoption of new rates of Charges and Sinking Fund.

4. **PRIVATE MOTION**

To present private motions (if any) that were sent to the registered office of Q Sentral Management Corporation not less than seven (7) days before 10 a.m. on 23rd February 2024.

5. **OTHER MATTERS**

To consider any other matters concerned with the maintenance and management of the common property of Q Sentral Management Corporation.

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Notes:

Please take note that the Third Extraordinary General Meeting of the Q Sentral Management Corporation (Perbadanan Pengurusan Q Sentral) 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. Any one co-proprietor may demand a poll and 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 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.** 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.
- 14.** 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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THIRD EXTRAORDINARY 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 Third Extraordinary 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, 23rd February 2024 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 21st February 2024**, failing which the proxy shall not be entitled to attend or vote.

THIRD EXTRAORDINARY 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 Third Extraordinary 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, 23rd February 2024, at 10.00 a.m.** or at any adjournment thereof for the following purpose(s):

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

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 21st February 2024.**