

Brussels on 23-01-2023

**Convocation to the General Assembly of the APEEE Services
of 06-02-2023**

Dear member,

We are pleased to invite you to the **General Assembly of the APEEE Services** which will take place on **Monday 6 February at 18.30 hrs**, in person at the Uccle site of EEB BXL I, in the student canteen of the Van Houtte building.

Agenda:

- Accounts and balance sheet 2020/2021: vote for discharge
- Mandate for auditors: vote
- Appointment of Board members: vote

Practical arrangements:

For security and organisational reasons it is imperative to register via this link <https://www.eventbrite.fr/e/billets-6-february-6-fevrier-2023-apeee-services-ga-ag-de-lapeee-services-517835709547> , **registration will be closed on Friday 3 February at 3pm.**

If you cannot come, you can send us your proxy by e-mail to coordination@apeee-bxl1-services.be.

If you wish to propose your candidacy for a seat on the Board of the APEEE Services, we would like to insist on the procedure to follow and on the respect of the deadlines. For reasons of efficiency, it is desirable that the members of the Board have a good knowledge of the functioning of the APEEE Services.

Procedure to be followed: request by email the application form and the Charter of Commitment to be filled in from Mrs Pascale De Smedt, Director of the APEEE Services: coordination@apeee-bxl1-services.be

Once completed, both documents should be sent by email to the management **before Monday 30/01 at 6 pm.**

For more information on the bodies of the APEEE Services, please consult our pages on our website: [Presentation of APEEE SERVICES | Apeee Services \(apeee-bxl1-services.be\)](#).

The documents sent are via link : [documents préparatoires AG 6/02/23 | Apeee Services \(apeee-bxl1-services.be\)](#).

- the annual activity report
- the accounts and balance sheet for 2021/2022
- For information, the annual budget 2022-2023 voted at the GA on 31/05/2022
- Proxy

We would like to insist that you respect the deadlines,

We look forward to seeing you there,
Rafael Papi-Borderia, President