

Brussels, 15-01-2026

**Invitation to the APEEE Services General Meeting**  
**on 24/02/2026 at 7:00 pm**

Dear member,

We are pleased to invite you to the **APEEE Services General Meeting**, which will be held on **Tuesday, 24 February 2026** at 7:00 p.m., in person at the Uccle site of EEB BXL I, in the teachers' canteen of the Van Houtte building.

**Agenda:**

- Accounts and balance sheet 2024/2025: vote for discharge
- Renewal of the mandate of the Statutory Auditor Group Audit Belgium
- Appointment of Board members: vote

Practical details:

For security and organisational reasons, it is essential that you register using this form: <https://www.eventbrite.com/e/1980618496239?aff=oddtcreator>, **Registration will close on Monday, 23 February at 2:00 pm sharp.**

If you are unable to attend, you may send us your proxy **by email** to [coordination@apeee-bxl1-services.be](mailto:coordination@apeee-bxl1-services.be) **before Monday, 23 February at 23:59.**

**Any proxy received by email after this date will not be taken into account.**

However, paper proxies will be accepted in person until the start of the meeting (24 February 2026 at 7 p.m. in the staff canteen of the Van Houtte building).

If you wish to apply for a position as a director on the APEEE Services Board of Directors, we would like to emphasise the procedure to be followed and the deadlines to be met. For reasons of efficiency, it is desirable that members of the Board of Directors have a good understanding of how APEEE Services operates.

Procedure to follow: request the application form and the Charter of Commitment to be completed by [email](mailto:coordination@apeee-bxl1-services.be) from Ms Pascale De Smedt, Director of APEEE Services: [coordination@apeee-bxl1-services.be](mailto:coordination@apeee-bxl1-services.be).

Once completed, both documents must be sent by email to the management at [coordination@apeee-bxl1-services.be](mailto:coordination@apeee-bxl1-services.be) **before Thursday 12 February at 23h59.**

For more information on the APEEE Services bodies, please visit our website : [Presentation of APEEE SERVICES | Apeee Services](#).

The documents are available via this link: [GA preparatory documents 24/02/26 | Apeee Services](#)

- Annual activity report
- Accounts and balance sheet for 2024/2025
- Auditor's report
- For information, the 2025-2026 annual budget voted at the AGM on 02/06/2025
- Proxy form

We would like to emphasise the importance of respecting the deadlines.

We look forward to seeing you there.

*Rafael Papi-Borderia, President*