

# W.T. NEWEY & CO

**SINCE 1923 NOTHING BEATS EXPERIENCE**

## **MEETING NOTICES & MINUTES VIA EMAIL**

W.T. Newey & Co. is pleased to inform you that we now offer and encourage the email delivery of all Special General Meetings and Executive Committee Meeting Notices and Minutes.

Having your Meeting Notices and Minutes emailed to you is quick, convenient and environmentally friendly; there are no postal delays, so you will have more time to review the agendas for an AGM, Special General Meeting or Executive Committee Meeting.

If you do not have an email address or do not wish to provide an email address, you will continue to receive all notices and minutes via post.

We would like to encourage you to take advantage of this great new feature, by completing the details below and returning to our office.

Owner name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Deposited Plan: \_\_\_\_\_ Unit/Lot: \_\_\_\_\_

Email address: \_\_\_\_\_

(Limit of ONE (1) email address only. Please note that if you are already receiving your levy notices by email directly {ie not through an agent}, the same email address must be used)

I agree to have general/executive committee meeting notices and minutes sent directly to my nominated email address.

I agree that it is my responsibility to keep my email address up to date with W.T. Newey & Co. at all times.

I understand that I cannot have my general/executive committee meeting notices & minutes delivered both by ordinary post and email.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PLEASE RETURN THIS COMPLETED FORM TO OUR OFFICE FOR YOUR RECORDS TO BE UPDATED**

Post: W.T. Newey & Co.  
PO Box 184  
Bankstown NSW 1885

Fax: (02) 9709 5942

Email: [property@newey.com.au](mailto:property@newey.com.au)