



# Costs Law Section

## NOTICE OF ANNUAL GENERAL MEETING

**Notice is given of the Annual General Meeting (AGM) of the Costs Law Section of the Law Institute of Victoria (LIV).**

**When:** Tuesday, 27 October 2020

**Time:** 6.15pm

**Venue:** LIV, level 13, 140 Williams Street, Melbourne VIC 3000

### Ordinary Business:

1. To confirm the minutes of the 2019 AGM and any general meeting held since that meeting;
2. to receive the 2020 Costs Law Section Annual Report;
3. to declare the result of the election of the Executive Committee for the year 2020;
4. to consider any special (non-ordinary) business properly raised (see note 3 below).

**Dated:** 15 September 2020.

**Claudia Lavery**  
Policy Officer  
Costs Law Section

### Please note:

1. A Costs Law Section member is entitled to appoint another member as his or her proxy by notice given to the Section Secretary by no later than **5pm, Sunday, 25 October 2020**. The prescribed Proxy Form is attached.
2. Costs Law Section members interested in joining the Executive Committee must apply by submitting a completed Nomination Form to the Section Secretary by no later than **5pm, Tuesday, 20 October 2020**. The prescribed Nomination Form is attached.
3. A Costs Law Section member, with the support of at least ten other members, may raise any special (non-ordinary) business at an AGM by giving written notice of such to the Section Secretary within **7 days** of this Notice being issued.