



Society of Cosmetic Scientists (Singapore)

15th March 2009

TO: ALL SCSS MEMBERS

RE: 5th Annual General Meeting & Dinner (15th April 2009, Wednesday)

Dear Fellow Members,

1. *Annual General Meeting (AGM)*

Please be informed that the SCSS will be holding its 5th AGM on 15th April 2009 at 5.30pm. All SCSS members are strongly encouraged to attend the AGM. It is your right to nominate and vote for your next SCSS council members.

Date: 15th April 2009 (Wednesday)

Time: 5.30 – 7.30pm

Venue: Grand Park Hotel City Hall (formerly Grand Plaza Park Hotel)
10 Coleman Street, Singapore 179809

Function room: Ballroom 1, Level 2

2. *International Buffet Dinner*

All members who have attended the AGM are invited to a dinner buffet at the hotel's restaurant – Indulge at Park from 7.30pm onwards.

Programme **5th Annual General Meeting**

5.30-6.00 pm

Registration
Welcome coffee/tea

6.00-7.30 pm

Meeting

Agenda:

- Welcome speech (AJ)
- Review and approve the minutes of last council meeting (AG/All)
- Membership update (YT)
- Treasurer's report (SC)
- Programme review 2008 and Preview 2009 - scientific and social (HN)
- Formulate Asia Report (SC)
- Update on ASCS Meeting in Japan (AG)
- President's report (AJ)

- Appointments/Votes of new SCSS Council (All)
- Misc.

7.30pm

Dinner

Please confirm your attendance by return email to yvonne@scss.org.sg

Kindly be reminded that it is also time to renew your SCSS membership for the period of April '09 – Mar '10.

Annual Membership Fee: \$80/person

*Cheque issued is to be made out to “**Society of Cosmetic Scientists (Singapore)**” before 15th April 2009, and mail it to:

Ms Stephanie Chan
Society of Cosmetic Scientists (Singapore)
78 Shenton Way #15-02
Singapore 079120

We look forward to meeting all of you on 15th of April 2009!

Thank you.

Yours sincerely,
Yvonne Tan
Hon. Secretary
Society of Cosmetic Scientists (Singapore)
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Tel: (65) 65519603