**NOTICE OF EXTRAORDINARY GENERAL MEETING**

(Initial EGM)

NOTICE IS HEREBY GIVEN that an Extraordinary General Meeting of (The Provider’s name)

will be held at (venue address)

Time: Date:

to vote on the following proposal:

**AGENDA**

1. **Welcome and apologies**
2. **Transfer proposals:**

It is proposed that (name of pre-school) is transferred to (name of organisation). This will secure the long term future of childcare places in the local community. Members should consider, and vote, on the following resolutions to this effect.

# **Transfer to (name of organisation)**

# THAT the members hereby resolve that it is in the interests of the Charity to transfer the Pre-school to (insert name of organisation).

# **Transfer process**

# THAT the committee (trustees) are hereby authorised and directed to take the necessary steps to transfer the Pre-school to (insert name of organisation)

# **Calling an EGM to Dissolve the Charity and Transfer of Assets to** *(insert name of organisation)*

# THAT, upon arrangements for the transfer being finalised, the trustees are hereby authorised and directed to convene an Extraordinary General Meeting of the Charity for the purpose of considering a resolution to dissolve the Charity and to transfer the entire undertaking of the Charity to (insert name of organisation)

1. **Any other business**

BY ORDER OF THE BOARD OF COMMITTEE (TRUSTEES)

Secretary Signature:

Date:

Address: