

«CONTACT\_PostName»                      «Territory\_Code»  
«Address1»  
«Address2»  
«Address3»  
«Town»  
«County»  
«PostCode»

February 2026

Dear «Title» «Surname»

**CONFERENCE CIRCULAR 02/2026**

The number of Delegates that you are entitled to send as at 31<sup>st</sup> December 2025 is «No\_of\_Dels»; this may be different to the indication provided with Conference Circular 1, please check to ensure that you have nominated the correct number of Delegates.

The last date for the submission of Motions for Conference, Resolutions for the AGM, Nominations for Committees, and Delegate/Observer Booking Forms including accommodation and proxy votes was Monday 2<sup>nd</sup> February 2026.

Please find enclosed Notice of the AGM and details of the Motions and Resolutions received and considered by the Conference Supervisory Committee as they will appear in the Annual Report & Accounts 2025 and the Delegate's Conference Booklet.

**Upcoming closing dates for documentation are:**

- Amendments to Resolutions - Monday, 16<sup>th</sup> March 2026 (Regulation 12.3.4)
- Amendments to Motions – Monday, 16<sup>th</sup> March 2026 (Regulation 13.2.3)
- Questions on the Annual Report & Accounts - Tuesday, 31<sup>st</sup> March 2026 - *It may not be possible for questions submitted at the AGM to be answered.*

Yours sincerely



**Eamonn Donaghy**  
**Chief Executive Officer**  
Encs.