



NARPO HOUSE
38 Bond St,
Wakefield,
West Yorkshire,
WF1 2QP
Tel: 01924 362166
Email: hq@narpo.org

Branch Circular No 07/24

To: Members of the NEC
All Branch Secretaries

February 2024

Dear All,

RE: Conference 2024 – TORQUAY – 6th September

Delegates, Observers, Proxy Votes, Meals

To notify us of your branch conference requirements you must complete the attached form below in full in respect of the above.

Form A – Members requirements

Form B – Branch Summary of requirements

No provision can be made for those who attend Conference who are not listed as either Delegate or Observer.

By the time of this conference NARPO will have become a company limited by guarantee and the delegates of a branch will (even if they are not to attend conference in person) be able to appoint a proxy to vote on their behalf. This means that a branch can have a vote for every delegate they could send to conference. To do so the branch must have included the name of the member as a delegate in the attached form and indicate that they will be appointing a proxy. Those delegates who have indicated they will be appointing a proxy will be sent a form to do so.

NEC members and their spouses should **NOT** be listed in Branch bookings.

If your branch wish to make any changes or cancellations of delegates, observers or meals. please email **Angela Calvert** at admin2@narpo.org no later than **Wednesday 16th August 2024**.

The closing date for returns “A & B” is 30th April 2024. Please complete and forward these forms, even if nil return.

Thank you for your assistance,

Yours faithfully

Alan Lees
CEO



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NATIONAL ASSOCIATION OF RETIRED POLICE OFFICERS ANNUAL CONFERENCE 6th SEPTEMBER 2024

"A"

Branch Name

Full Members

Life Members

Total number of members as at 31.12.23

(As per rule 6.3.2.2 – spouses not to be included)

One delegate per hundred members or part thereof. (please ensure you provide the membership no)

| Name (Surname & Initials) | Membership No | Delegate, Observer or not attending | Appointing a Proxy Yes / No | Dinner Yes / No | Packed Lunch Yes / No | Supper Yes / No |
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Please return **no later than the 30th April**
To Angela Calvert, NARPO House or Email: admin2@narpo.org



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NATIONAL ASSOCIATION OF RETIRED POLICE OFFICERS ANNUAL CONFERENCE 6th SEPTEMBER 2024

"B"

SUMMARY OF REQUIREMENTS

Branch Name

Please reserve the following for this branch:

Delegates:

Observers:

Proxy Votes:

Pre-Conference Dinner: No @ £37.50 each **Total £.....**

Packed Lunch: No @ £10.00 each **Total £.....**

Social Evening Supper: No @ £20.00 each **Total £.....**

Total Value of meals required £
BACS or CHQ * Please delete as appropriate

PAYING BY BACS/FASTER PAYMENT PLEASE QUOTE 'Conf & Branch no'

Sortcode 60 83 01
Account No 20192192

PLEASE DO NOT INCLUDE ANY NEC SPOUSE IN ANY OF THE ABOVE – THESE ARE DEALT WITH SEPARATELY BY THE OFFICE

**ANY SPECIAL DIETARY REQUIREMENTS PLEASE SEND ON A SEPARATE EMAIL TO:
admin2@narpo.org**

Date.....Signed.....Branch Secretary

PLEASE RETURN THESE FORMS WITH THE APPROPRIATE ELECTRONIC PAYMENT OR CHEQUE BY 30th APRIL