



To all ESTIF members,

Brussels, 11 October 2018

**General Assembly of
Solar Heat Europe / European Solar Thermal Industry Federation aisbl**

Our ref: O.P1839-St

Dear Solar Heat Europe/ESTIF Member,

In accordance to Art. 14 of our statutes, I hereby invite you to the annual General Assembly of Solar Heat Europe / European Solar Thermal Industry aisbl. As decided at our previous GA, this year's General Assembly will take place on Friday, 30 November 2018, between 09h00 and 14h15. It will be convened at the Press Club Europe, Rue Froissart 95, 1040 Brussels, Belgium.

The proposed agenda points are as follows:

- Welcome and approval of agenda
- Approval of minutes of the 1 December 2017 General Assembly
- Approval of final 2017 accounts
- Activity report 2018 & provisional 2018 accounts
- Statutory issues: Vote on changes to the Working Rules regarding membership geographical scope
- Elections for statutory bodies: Board of Directors and Internal Auditor
- Policy framework for renewable heating and cooling
- Priorities for 2019 & approval of 2019 budget
- Market development: update and discussion
- Date of the next Ordinary General Assembly
- Any other Business
- Closing

Please note that, as described in Art. 15, *"Members can delegate their voting rights at the General Assembly to another member, who will have the same rights, provided that the Secretary General has been informed in written form before the General Assembly. In addition to its own voting rights, a Member may represent the voting rights of only one other member. Only Members, whose membership fees and payments are not overdue have the right to vote."*



**Solar Heat
Europe**
ESTIF

The General Assembly will be condensed into one morning, covering all statutory related issues, including the election of the new Board of Directors and the new Internal Auditor.

There will also be a vote on changes proposed to the Working Rules, regarding the Membership's geographical scope. You can find attached the proposal to be voted upon. You can also find this proposal on our website, under the section dedicated to the General Assembly, where all relevant documents will be made available.

The day before the General Assembly, from 13h00 to 18h30, there will be two workshops focused on the topics of "Digitalization" and "Financing". You will soon find updated information on these workshops in the Member's Area of our website.

Our Board of Directors and myself, look forward to meeting you in Brussels.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Nigel Cotton', with a long horizontal flourish extending to the right.

Nigel Cotton
Solar Heat Europe/ESTIF President (acting)

Annexes:

[Agenda – ESTIF General Assembly](#)

Proposal for change in working rules: [Membership's geographical scope](#)

[Location, directions & hotels](#)

[Information & documentation](#)