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Notice of Meeting in Company Law

**XYZ Corporation**

**NOTICE OF MEETING**

Notice is hereby given that a meeting of the Board of Directors of XYZ Corporation will be held on August 15, 2024, at 10:00 AM, at the company's headquarters located at 123 Business Avenue, Suite 456, Cityville, to transact the following business:

1. **Approval of Minutes of Previous Meeting**
   * Review and approval of the minutes from the Board meeting held on July 10, 2024.
2. **Financial Report**
   * Presentation and discussion of the financial report for the second quarter of 2024.
3. **Strategic Plan for Q4 2024**
   * Discussion and approval of the strategic plan for the fourth quarter of 2024, including potential new projects and investments.
4. **Appointment of New CFO**
   * Consideration and approval of the appointment of a new Chief Financial Officer.
5. **Any Other Business**
   * Address any other business matters raised by the directors.

By Order of the Board

**[Signature]**

**John Doe  
Corporate Secretary  
July 30, 2024**