

**NOTICE OF THE ANNUAL GENERAL MEETING**  
**OF**  
**THE EDUCATIONAL RECORDING AGENCY LTD**  
**to be held on**  
**17 September 2015**

The Directors of the Educational Recording Agency Limited have requisitioned the holding of an Annual General Meeting in accordance with Clause 13 of the Articles of Association of the company.

**Notice is hereby given** that the Annual General Meeting of The Educational Recording Agency will be held on Thursday 17 September 2015 at Verulam House, 60 Gray's Inn Road, London WC1X 8LU at 10.00am, when the following business will be transacted:-

1. To receive and approve the Minutes of the previous Annual General Meeting held on Thursday 18 September 2014.
2. To receive the report of the Chief Executive including changes to ERA membership and Directors representing ERA on the Board during the year.
3. To receive and consider, and if thought fit, approve the Directors' Report and the Financial Statements of the company for the year ended 31 March 2015, and the Auditor's Report thereon.
4. To receive and consider, and if thought fit, approve the Annual Report of the company linked to compliance with the published Code of Practice of ERA for the year ended 31 March 2015.
5. To consider, and if thought fit, pass a resolution appointing new auditors of the company to hold office from the conclusion of the meeting until the Annual Report and Financial Statements are next laid before the Members, and that their remuneration be determined by the Directors.



Signed by Helen Nicholson  
Company Secretary

By Order of the Board

04 August 2015