

**COLOMBO
SWIMMING CLUB**
— 1936 —

NOTICE TO MEMBERS

Dear Members,

In accordance with Article 10 and 8 of the Constitution of the Colombo Swimming Club, notice is hereby given that the election of Office Bearers & General Committee Members (for 2026/2027), and Additional Trustees (for 2026/2028), will take place at the upcoming Annual General Meeting (AGM).

1) Office Bearers & General Committee Members for the Year 2026/2027:

- President
- Vice President / Finance Member
- General Secretary
- Food and Beverage Member
- Assistant Food & Beverage Member
- House & Works Member
- Club Captain
- Entertainment Member
- General Member

2) Additional Trustees (Three Positions) for the Year 2026/2028

Members who wish to submit nominations for any of the above positions are kindly requested to do so in accordance with the Club's election guidelines (Annexure 1). Nomination forms will be available at the Club Reception and must be duly completed and deposited in the designated box at reception before the deadline specified below.

Key Dates:

- **Collection of Nomination Forms:** From 28th February 2026 to 12th March 2026 (From 0900Hrs to 2030Hrs) and on 13th March 2026 from 0700Hrs to 0900Hrs
- **Nominations Closing Date:** 13th March 2026 @ 1000Hrs
- **Sealing of Nomination Box and moving to designated location for vetting & verification at closing**
- **Nomination Box Opening:** 13th March 2026 @ 1015Hrs
- **Verified Nomination List to be displayed on Club Notice Board in accordance with the Club Rules.**

For further details or inquiries, please contact the Club Administration.

Thank you.

N. Ratwatte

Nishanthi Ratwatte
GENERAL SECRETARY

27th February 2026



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Annexure 01

GUIDELINES FOR THE ELECTION OF OFFICE BEARERS & GENERAL COMMITTEE MEMBERS, AND ADDITIONAL TRUSTEES

The election will be held on 28th March 2026, at Sundowner, Colombo Swimming Club. However, registration will start from 0830Hrs.

In accordance with the rules of the Colombo Swimming Club, nominations are hereby invited from members for the following positions:

GENERAL COMMITTEE POSITIONS:

1. President
2. Vice President/Finance Member (One Position)
3. General Secretary
4. Food and Beverage Member
5. Assistant Food & Beverage Member
6. House & Works Member
7. Club Captain
8. Entertainment Member
9. General Member

ADDITIONAL TRUSTEES:

Three (3) positions to be elected.

REQUIREMENTS IMPOSED BY THE CONSTITUTION FOR CERTAIN POSITIONS:

President:

- Must have been a member of the club for a minimum of five (5) years.

Vice President:

- Must have been a member of the club for a minimum of five (5) years.

Other Committee Members

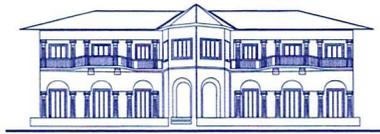
- Must have been a member of the club for a minimum of two (2) years.

General Member:

- Must be adequately qualified and have suitable experience/expertise in Finance, Accounting, and or Auditing.

Additional Trustees:

- Must have been a club member for a minimum of five (5) years.



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PROCEDURE FOR PROPOSING AND SECONDING NOMINATIONS:

1. Any two members of the club, each with a minimum of two (2) years of membership, may propose or second a full member (with at least two years of membership) for nomination to the committee, provided they have obtained the nominee's consent. The completed nomination form must be addressed to the Nomination Committee and deposited in the Nomination Box at the club reception on or before 13th March 2026, at 1000Hrs.
2. A member may propose or second only one candidate for any of the contested positions.
3. The proposer and the seconder cannot be from the same family.

NOMINATIONS:

1. Nomination forms will be available at the Club Reception/Front Office and must be collected in person by the members who must sign a register confirming receipt. A nomination form not collected in person will be considered invalid.
2. Completed nomination forms must be placed in a sealed envelope, addressed to the Nomination Committee, and deposited in the nomination box at the reception on or before 13th March, 2026. An entry must also be made in the nomination register. Nominations without a corresponding entry in the register will be rejected.
3. Nominations sent via email or any other method will be considered invalid.
4. Nominations will be opened by the nomination committee in the presence of a representatives from the External Auditor at 1015Hrs on 13th March, 2026. Any club member, including nominees, may be present during this process.
5. Mr. Shanker Somasundaram will read out the nominations received for each position.
6. The nomination committee and Auditors will then review nominations to verify validity and eligibility as per the Constitution and this document.
7. The Nomination Committee will announce the eligible candidates and provide reasons for any rejected nominations.
8. A final list of candidates, arranged alphabetically by position, will be posted on the Clubhouse Notice Board in accordance with the Club Rules.
9. If only one nomination is received for a position, that candidate will be elected uncontested at the AGM. If multiple nominations are received, ballot papers will be prepared under the supervision of the nomination committee and Auditors.