



Password for representation:

Please take note of the information on how to use the new password for representation by proxy in this letter.

INVITATION

to the

GENERAL ASSEMBLY OF ASSOCIATE MEMBERS on 9 May 2023
in the Westin Grand hotel, Arabellastraße 6, 81925 Munich

Dear member,

After a successful première last year, we would like to invite you once more to a hybrid General Assembly this year so that you can participate either on site or digitally. By offering this modern event format, we want to allow as many members as possible to take part in the General Assembly in a flexible and comfortable manner. We are looking forward to seeing you there and exchanging views on many important topics!

Date for the Assembly of Associate Members

Tuesday, 9 May 2023	
From 1.30 pm	Access and login for personal discussions including the by-election of delegates in separate meetings of the professional categories
2.00 pm	Personal discussions including the by-election of delegates for the General Assembly 2023 and 2024 in separate hybrid meetings of the professional categories.
From 4.00 pm	Access and login for the joint assembly
4.30 pm	Joint hybrid assembly of associate members including the annual report of the Chairman of the Managing Committee on the 89th financial year 2022 and discussion
From 7.00 pm	Membership party at the Löwenbräukeller, Nymphenburger Straße 2, 80335 Munich

Delegates in office or re-elected at the Assembly of Associate Members may also attend the assemblies of full members on 10 and 11 May.

Warmest regards

Chairman of the Supervisor Board
Dr. Ralf Weigand

Chairman of the Managing Committee
Dr. Harald Heker



Information on the hybrid Assembly of Associate Members

I. Publication of the agenda and the transparency report

The agenda for the General Assembly and the transparency report which needs to be published according to the German Act on Collective Management Organisations will be made available **from 4 April 2023** under the following link: www.gema.de/general-assembly

Members who applied for a hardcopy of the agenda to be posted to them before 31 December 2022, will be sent a printed version of the agenda by post three weeks before the General Assembly.

II. Ways to participate and attendance requirements

Just like last year, you can either **have your representative on site** or **have your representative take part digitally** via live stream, online voting, video messages and written contributions. Please note that for either form of attendance you **need to register online beforehand** and prior to the deadlines provided below.

How can I participate and what requirements apply?	<ul style="list-style-type: none">- Participation on site via a publisher representative- Prior online registration of the publisher representative from <u>5 April to 5 May 2023</u> required
	<ul style="list-style-type: none">- Digital participation via a publisher representative- Prior online registration of the publisher representative from <u>5 April to 5 May 2023</u> required

The **online registration system** will be available to you **from 5 April** at www.gema.de/general-assembly/register.

NEW: Please provide your publisher representative with the **password for representation by proxy** (see page 1, at the top), **your membership number** and the registration link. Such persons can comfortably **register their participation and, in the next step, the publisher representation** in order to take part in the Assembly of Associate Members.

If you do not know your membership number, please contact us as soon as you receive the invitation at the address below. We kindly ask you and the person representing you to treat the password strictly confidential.

In addition to the above information, you can also access the following at www.gema.de/general-assembly in the run-up before the General Assembly in good time:

- Detailed information on your ways to participate in the Assembly of Associate Members and on the online registration
- Ways for members with severe disabilities to be represented
- Comprehensive information on all relevant agenda items and on all accompanying events (technical tuition for digital participation methods, info breakfasts, membership party etc.)
- Information on the by-election of the Delegates for the Assembly of Associate Members
- Data protection information

Contact for questions

If you have any questions on organisational or technical aspects relating to the General Assembly, please contact us by email at our central address mitgliederversammlung@gema.de. You can call us Mondays to Thursdays from 9.00 am to 5.00 pm and on Fridays from 9.00 am to 4.00 pm; please dial 030 31879371.