

Dear Vice-presidents,

In the last BoD meeting held in South Africa it was agreed that continental committees should meet and all continental vice-presidents should mail a report to the secretariat.

As we have not received news from you, we kindly ask you to inform the Secretariat if you have organized your continental meeting and to send a report with the conclusions you have arrived to.

We also need to know the names of the members of each continental committee before August 15<sup>th</sup>.

Please remember that all vice-presidents must write an activity report of the last year (since the last General Assembly in Colorado until now) and that the secretariat needs to have all your documents before the next meeting in Kuortane. That's why we ask you to send them before September the 15<sup>th</sup>.

You will find on attached document the payment situation of your continent in order you can follow the billing process. Please remind that only will have the right to vote in the General Assembly those members who have paid the annual fee 60 days before the meeting.

Thank you in advance for your cooperation that will help us to better prepare the next BoD meeting and General Assembly in Kuortane.

Cordially yours,

IAHPSTC Secretariat