# VicAIA AGM Proxy

## Under the Model Rules for an Incorporated Association, Part 4, Section 34, I/We

Name (you must be a financial member to appoint a proxy)

|  |
| --- |
|  |

of (address)

|  |
| --- |
|  |

being the owner of Business Name or Trading Name

|  |
| --- |
|  |

## Authorise

Name of person

|  |
| --- |
|  |

of (address)

|  |
| --- |
|  |

## As my/our proxy:

|  |  |  |  |
| --- | --- | --- | --- |
| A |  | to attend, speak and vote in person on my/our behalf until (insert date until which proxy authorisation will be valid, up to a maximum period of 12 months) |  |
|  | or |
|  |  | to attend, speak and vote in person on my/our behalf at the annual or special general meeting of VicAIA to be held on (insert date) |  |
|  | or |
|  |  | I/We direct the proxy to vote in relation to the following resolutions or matters as follows (If relevant, set out specific instructions to your proxy concerning how to vote in relation to particular resolutions or matters) |
|  |  |
| B |  | To represent me/us on the committee of VicAIA |

|  |  |
| --- | --- |
| Signed by (member(s) giving proxy) |  |
| Printed name(s) |  |
| Date |  |

## Information about proxies

This page is for information only and not part of the prescribed form.

Financial members can appoint a trusted person as their representative at meetings, to vote in ballots or represent them on the committee. This person is your “proxy.

To authorise a proxy you must use the prescribed form and deliver it to the President on or before the meeting or email the form to **admin@vicaia.com.au** a minimum of 24 hours prior to the commencement of the meeting . If appointing a power of attorney as a proxy, you should attach a copy of the power of attorney.

Proxies automatically lapse 12 months after the form is delivered to the President of VicAIA, unless an earlier date is specified.

Proxies must act honestly and in good faith and exercise due care and diligence.

Proxies cannot transfer the proxy to another person.

A member can revoke the authorisation at any time and choose to vote on a certain issue or attend a meeting.

It is illegal for someone to coerce a member into making another person their proxy.

VicAIA must keep the copy of the proxy authorisation for 12 months.