



YWCA CANBERRA

## 2021 Annual General Meeting and election of Board Directors

# PROXY FORM

By appointing a proxy, you give them rights to vote on your behalf.

There are no resolutions for members to vote on at this year's AGM. However, this will allow for your proxy to attend and vote on your behalf if there are any motions from the floor to be voted upon.

Voting for Board Directors will be undertaken prior to the election.

### Signing this form

Please ensure you signed the proxy form on the next page. **Forms without a signature will not be accepted.**

In response to the COVID-19 crisis, digitised signatures will be accepted, instead of the usual requirement on physical signatures. Digitised signatures can be inserted into this form using Adobe Reader's signature feature:

1. Open the document in Adobe Reader.
2. Navigate to the page where signatures are required.
3. Select the 'Sign' menu at the top.
4. Select 'Fill & Sign'.
5. Select 'Sign yourself' from the 'Fill & Sign' ribbon.
6. If you do not have one already, select 'Add signature'.
7. We only accept drawn signatures and images. **Do NOT use the 'Type' option.**
8. Draw your signature or upload an image of your signature.
9. Click 'Apply'
10. Click on the section of the form for your signature and it will be applied.

### Returning this form

Signed proxy forms must be submitted via email to [governance@ywca-canberra.org.au](mailto:governance@ywca-canberra.org.au) by **5pm AEDT, Saturday 30 October 2021.**

For your proxy to be considered valid, you must CC your nominated proxy into your email.



YWCA CANBERRA

## Appoint a proxy to vote on your behalf

I (name) \_\_\_\_\_

Of (address) \_\_\_\_\_

being a current financial or Honorary Life member of YWCA Canberra hereby appoint:

The Chair, or

Name: \_\_\_\_\_

or failing her, I appoint:

Name: \_\_\_\_\_

as my proxy to act generally at the meeting on my behalf and to vote as the proxy sees fit at the YWCA Canberra 2021 Annual General Meeting to be held on 1 November 2021, or at any adjournment thereof.

Signature of member: \_\_\_\_\_ Date: \_\_\_\_\_

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Office use only

Date received

Time received

Received by

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