



## How to Vote

### **Eligibility to Vote**

To be eligible to vote you must be:

- a Full or Life Member of NISA for at least 13 months; or
- an Affiliated Association; or
- an Affiliated Club; or
- another Affiliate

Associate Members are not eligible to vote.

### **Voting on Resolutions**

In accordance with the relevant paragraphs in the current 2013 NISA Articles 1, 3, 5 and 7, a Member who is entitled to vote on Resolutions can do so in one of two ways:

1. Vote in person at the meeting. You can attend the meeting and vote on the Resolution yourself; or
2. Vote before the meeting by Proxy. If you cannot attend the EGM meeting, you can vote by Proxy. This means that you can appoint someone else who will be at the meeting (either a named individual or the chair of the meeting) to vote on your behalf. Your named individual is called a Proxy.

You must only use **one of the above methods** to vote and cannot use both.

If you wish to vote by Proxy, please complete the Proxy Form overleaf. This Proxy Form can be used in two ways:

- to direct your Proxy how to vote for or against the Resolution; or
- to leave the Proxy to vote as he/she thinks fit.

### **Voting by Affiliated Clubs and Associations**

Each Affiliated Club and Association has one vote by Proxy; and two representatives may attend and participate in the EGM. However, the vote on the Proxy Form must represent the decision of the elected Committee or Board of Directors of the Affiliated Club or Association. Therefore, please ensure sufficient time is given to gaining this approval before submitting your Club or Association vote.

### **Voting on any other Resolutions**

Eligible voters can also vote on any other Resolutions presented on the day of the EGM, which are decided by a show of hands. Members who attend the EGM, and who are nominated as Proxy for other Members, have an additional vote for every Proxy they hold.

### **Returning Proxy Forms**

Botham Accounting Limited has been appointed as independent external scrutineers to manage the voting process. Therefore, completed and signed Proxy Forms must be returned to the address at the bottom of the Proxy Form no later than **5.00pm on Wednesday 29 November 2017.** Faxed or emailed Proxy Forms will not be accepted.

### **EGM Documentation and Notification**

All documentation relating to the EGM, including Proxy Forms, are available on the NISA website from the 3 November 2017.



## Form of Proxy for Members For the NISA Extraordinary General Meeting (“EGM”) on 2 December 2017

To the Board of the National Ice Skating Association of the United Kingdom Limited (NISA)

I (Block Capitals) \_\_\_\_\_ Membership No. \_\_\_\_\_

of (Address) \_\_\_\_\_

*If you are not attending the EGM you are required to nominate either the chair of the meeting or another Member who is attending the EGM as your Proxy. (If you do not select a Proxy from the options below, the chair of the meeting will be automatically appointed as your Proxy.)*

I appoint the chair of the meeting; or

I appoint (name of Proxy): \_\_\_\_\_ Membership No. \_\_\_\_\_

as my Proxy to vote on my behalf at the EGM at the Glacier Suite, IceSheffield, Coleridge Road, Sheffield, S9 5DA at 7.15pm on 2 December 2017 and at any adjournment thereof, and I direct the Proxy to vote in respect of the Agenda, to be proposed at the Meeting, as shown by a ‘tick’ in the boxes provided below. Where no ‘tick’ is inserted, the Proxy will vote or abstain at his/her discretion.

**Agenda Item 3 – Special Resolution:**

**“to repeal the 20 November 1991 NISA Memorandum of Association and the 14 September 2013 NISA Articles of Association and to adopt the revised 2017 NISA Memorandum of Association and the revised and amended 2017 NISA Articles of Association”**

**AGREE**

**DISAGREE**

**ABSTAIN**

For approval, Ordinary Resolutions require a simple majority, and Special Resolutions require a 75% majority, of the votes cast.

Signature of Voting Member: \_\_\_\_\_ Date: \_\_\_\_\_

*This Proxy Form must be completed, and manually signed, by, or on behalf of, the Voting Member who is nominating the Proxy. Faxed or emailed Forms will not be accepted.*

Your completed Proxy Form must be returned clearly marked on the outside of the envelope: **“PRIVATE AND CONFIDENTIAL – PROXY”** to arrive as early as possible, but no later than **5.00pm on Wednesday 29 November 2017.** Please note there is no Freepost facility. Correct postage must be attached to the envelope.

Form of Proxy are to be returned to: **Botham Accounting Limited, 14 Clarendon Street, Nottingham NG1 5HQ**

*In accordance with relevant Articles 4.3, 5 and 7 a Member who is entitled to vote may do so by Proxy (on this Proxy Form) or by attendance at the Meeting, but not both. Submitting a Proxy form will prevent the Member from voting on the above Resolutions at the Meeting, unless the Proxy vote is cancelled in writing to the above address by the deadline for submission of Proxy votes.*