|  |  |
| --- | --- |
| A picture containing logo  Description automatically generated | Your vote is important — appointing a proxy can see your vote count even if you cannot attend the EGM. To complete the Proxy form please read the instructions on the third page of this form and the [Notice of Meeting on the PETAA website](https://petaa.edu.au/w/w/About/2023_AGM.aspx) for details of each item of business. |

1. Registered name and address

First name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Postal address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Daytime contact number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Please write your daytime telephone number in case we need to contact you about your proxy form.*

2. Appointment of proxy

I, being a member of Primary English Teaching Association Australia, hereby appoint:

Chair of the Meeting (mark this box with **X**)

OR

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

*(name of person you wish to appoint as proxy)*

OR

if the person named does not attend, or if no person is named, the Chair of the Meeting as my/our proxy to act generally at the Meeting on my/our behalf and to vote as directed below or if no directions are given as the proxy sees fit at the Annual General Meeting of PETAA to be held in hybrid form at the PETAA Office Camdenville Public School, Laura St, Newtown, NSW at 5 pm on Thursday 25 May 2023 and at any adjournment of that Meeting.

3. Voting directions to your proxy

For each item of business please mark **X** in one box only to indicate your voting instruction. If you do not specifically indicate how to vote below then your proxy may decide how to vote on any motion at the Meeting. [Explanatory notes for each item are provided here](https://petaa.edu.au/w/About/AGM-explantory-notes.aspx).

|  |  |  |  |
| --- | --- | --- | --- |
| 1. To consider and approve proposed changes to

*Rule 17.d) Convening of a general meeting* | **In favour** | **Against** | **Abstain** |
|  |  |  |

1. To consider and approve proposed changes to **In favour Against Abstain**

|  |  |  |
| --- | --- | --- |
|  |  |  |

*Rule 26. Number and nature of Directors (multiple sub-rules)*

1. To consider and approve proposed changes to **In favour Against Abstain**

|  |  |  |
| --- | --- | --- |
|  |  |  |

*Rule 28.a)2) Eligibility of Directors*

1. To consider and approve proposed changes to **In favour Against Abstain**

|  |  |  |
| --- | --- | --- |
|  |  |  |

 *Rule 31.e) Election of Directors*

4. Signature of Member

*Please sign and date*

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_ /\_\_\_\_\_\_/ 2023

5. Lodging your proxy

There are three ways for you to lodge your Proxy Form on this form or on a sheet containing the details on this form by:

1. Mail to reach the Company Secretary at PO Box 3106 Marrickville Metro NSW 2204 by 10am Monday 22 May 2023; OR

2. Deliver to reach the registered office of PETAA in the grounds of Camdenville Public School, Laura Street Newtown NSW 2042 by not later than 10am Monday 22 May 2023; OR

3. Email the details on this form or a scanned copy to reach the Company Secretary at info@petaa.edu.au by not later than 10am Monday 22 May 2023.

INSTRUCTIONS FOR COMPLETING YOUR PROXY FORM

*1. Registered name and address*

This should be your name and address as a Member as it appears in PETAA’s Register of Members.

*2. Appointment of proxy*

If you want your proxy to be someone other than the Chair of the meeting please insert their name or role in the box. If you leave this section blank or your named proxy is unable to attend the Meeting then the Chair will be your proxy.

Remember that if you appoint someone other than the Chair to be your proxy and a poll is called then they are not compelled to exercise your proxy, in which case your vote would not count unless you have directed how the proxy is to vote. If you have so directed, the law now requires that that unexercised vote must be transferred to the Chair of the meeting who must exercise it as you have directed.

*3. Voting directions to your proxy*

You may direct your proxy how to vote on a given item of business by placing an X in one of the three boxes opposite that item. If you mark your vote then your proxy must vote that way for your vote.

* If you want your proxy to vote for the proposal cross the box under **In favour**.
* If you want your proxy to vote against the proposal cross the box under **Against**.
* If you do not want your proxy to vote at all regarding the proposal cross the box under **Abstain**.
* If you are undecided and want to leave the decision to your proxy at the meeting do not mark any box against the item then your proxy will decide how to vote at the meeting.
* If you place an X in more than one box against an item then the proxy will not know how to vote and your vote will be invalid.

*4. Signature*

The Member must sign.

If the proxy is signed under power of attorney, please provide a copy of the power.