

PROXY FORM
FORRES AREA COMMUNITY TRUST (FACT)
ANNUAL GENERAL MEETING
Monday 18th December 2023, 6.30 pm,
Forres Town Hall, High Street, Forres, Moray IV36 1PB

Please read the notes at the foot of this form and then complete as appropriate. To appoint a proxy using this form, the form must be received by **FACT** no later than 24 hours (excluding non-working days) before the meeting at which it is to be used. The completed and signed form can be delivered in hard copy to **FACT** at Forres Town Hall, High Street, Forres, Moray IV36 1PB or a scanned copy can be emailed to info@forresarea.org

I, (name), am an Ordinary Member of FACT and entitled to vote at General Meetings.

I hereby appoint a proxy to vote on my behalf at FACT's Annual General Meeting on **Monday 18th December 2023 at 6:30pm at Forres Town Hall, High Street, Forres, Moray IV36 1PB** and at any adjournment of that meeting:

For this proxy to be valid you must tick and complete 1 OR 2 OR 3 below.

1 The Chair of the Meeting to vote as they see fit.

2 The Chair of the Meeting to vote as instructed below.

Please tick the appropriate boxes to indicate your voting preference

RESOLUTIONS	FOR 	AGAINST 	ABSTAIN
Ordinary Resolutions: That the following are appointed as Directors of FACT:			
Peter Airey			
Lorna Creswell			
Tina Coffey			
John Robinson			

3 The person named below as my proxy.

.....
 (write the name of your appointed person on the above line)

SIGNATURE: **DATE:**

VOTING BY PROXY

NOTES

1. Please insert your name in the top section. An Ordinary Member is a person aged 16 or over, ordinarily resident in the Forres Academy catchment area, who has been admitted as a member of FACT.
2. Appointed Person – you can appoint:
 1. the Chair of the meeting to vote on your behalf as they see fit, or
 2. the Chair of the meeting as you direct, or
 3. someone who will be attending the meeting to vote on your behalf.Indicate which of these you wish to appoint by ticking the relevant box.

If you are appointing the Chair to vote as you direct please also tick the boxes to indicate if you are for, against or wish to abstain from voting for that particular resolution. If no voting instruction is given, your proxy will vote or abstain from voting as they see fit at their absolute discretion in relation to the resolution and any other matter which is put before the meeting

If you are appointing someone other than the Chair as your proxy you should discuss with them how you would like them to vote on your behalf.

3. The proxy form must be signed and dated by you.
4. Any power of attorney or any other authority under which this proxy form is signed (or a duly certified copy of such power of authority) must be included with the proxy form.
5. Any alteration to this proxy form must be initialed by the person in whose hand it is signed.
6. Appointing a proxy (someone to vote on your behalf) will not preclude you from personally attending and voting at the meeting (in substitution for your proxy vote) if you subsequently decide to do so, provided that you sign and date a notice clearly stating your intention to revoke that proxy appointment and deliver it to **FACT** (Forres Town Hall, High Street, Forres, Moray IV36 1PB) at least 24 hours before the time appointed for the meeting.