## PROXY APPOINTMENT FORM

#### Please read NOTES on the reverse before starting to complete this form

Name of Company Member: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Registered Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Annual General Meeting 22nd September 2021**

I/We the above-named Member, hereby appoint as my PROXY

Name: \_\_\_\_\_\_Greg Wells\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_32 Brunel Drive, Preston, Weymouth DT3 6NX\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

to attend the above meeting, or any adjournment of it, and speak and vote on my behalf as indicated below.

***[Note: You may appoint “the Chairman of the meeting” as your proxy if you wish. If you sign and return this proxy notice with no name inserted, the Chairman of the meeting will be deemed to be your proxy]***:

(please place X in one box opposite each item)

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **ANNUAL GENERAL MEETING – PROXY VOTING FORM** | | | | |
| **ORDINARY RESOLUTIONS** | For | Against | Abstain | Discretion\* |
| **Ordinary Resolution 1**  **To accept the 2020/2021 Financial Statement** |  |  |  |  |
| **Ordinary Resolution 2**  **To accept the 2020/2021 Social Accounts** |  |  |  |  |
| **Ordinary Resolution 3**  **To accept the Company Officer and Director Appointments for October 2021-September 2022** |  |  |  |  |
| **Ordinary Resolution 4**  **To accept membership fees of £69+VAT (1-3 employees), £139+VAT (4-10 employees), £949+VAT (>10 employees)** |  |  |  |  |
| **SPECIAL RESOLUTIONS** | For | Against | Abstain | Discretion\* |
| **Special Resolution 5**  **Disapplication of the Audit Requirements for 2021/2022** |  |  |  |  |

\*If you tick this column your proxy will vote or abstain from voting at his or her discretion

Signature

Date 16/09/2021

### **NOTES to the Proxy Notice**

1. **Appointment of a proxy**

As a member of the Company you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at a general meeting of the Company. You can only appoint a proxy using the procedure set out in these notes.

1. **Completion of the form**

If you wish to appoint someone else as your proxy he/she must attend the meeting if he/she is to represent you.

Insert his or her name and address in the spaces provided. You may appoint “**the Chairman of the meeting**” as your proxy if you wish. If you sign and return this proxy notice with no name inserted, the Chairman of the meeting will be deemed to be your proxy. Where you appoint as your proxy someone other than the Chairman, you are responsible for ensuring that they attend the meeting and are aware of your voting intentions.

The form of proxy enables you to instruct your proxy how to vote in the event of a Card Vote on each of the items to be proposed at the meeting. As are set out in the Notice which has been sent to you. Please place a cross (X) in the appropriate box alongside each item to indicate whether you wish your vote to be cast “For” or “Against”, or whether you wish to “Abstain”. If no voting intention is given or you select “Discretion”, your proxy will vote or abstain from voting at his or her discretion***.*** Your proxy may vote (or abstain from voting) as he or she thinks fit in relation to any additional resolutions which may be put before the meeting. These include for example:

* Resolutions to deal with procedural aspects of the meeting such as the calling of a poll or the decision to adjourn;
* Resolutions proposing amendments to the resolution listed in the notice of the meeting, but note the circumstances in which amendments can be made are very limited.

1. **Returning the Proxy Appointment Form**

To appoint a proxy using this notice a hard copy of this notice must be:

* Completed and signed by you;
* Sent by post or delivered to the Company at Chesil House, Dorset Innovation Park, Winfrith Newburgh, Dorchester DT2 8ZB
* Received by the Company no later than **10:30 am on Tuesday 22nd September 2021** (or, in the case of an adjourned meeting, 24 hours before the adjourned meeting)

As an alternative to this hard copy form, you can appoint a proxy by:

* Completing and signing this form;
* Scanning it to the Company at [greg@marketcross.org](mailto:greg@marketcross.org)
* Your email must be sent from your own email address and should contain your name and address for identification purposes. For an electronic proxy to be valid, your appointment must be received by the Company **no later than 10:30 am on 22nd September 2021** (or, in the case of an adjourned meeting, 24 hours before the adjourned meeting).

Any power of attorney or any other authority under which this proxy notice is signed (or a duly certified copy of such power or authority) must be included with the proxy notice. You may not return the Proxy Appointment Form by any other means.

1. **Proxy’s attendance**

~~Ask him/her to sign in at the entrance to the meeting room and obtain a Voting Card, without which he/she will not be able to vote. The Proxy will have to use your vote as shown on your Proxy Appointment Form, and will be entitled to vote only on a Card Vote.~~

1. **Attending meeting in person automatically terminates proxy appointment**

Appointment of a proxy does not preclude you from attending the meeting and voting in person. If you have appointed a proxy and attend the meeting in person, your proxy appointment will automatically be terminated.

1. **Change of instructions**

If you wish to change your instructions, you can submit another notice. The appointment received last before the latest time for the receipt of proxies **(10:30 am on Tuesday 22nd September 2021** (or, in the case of an adjourned meeting, 48 hours before the adjourned meeting)) will take precedence.

1. **Revocation**

To revoke your proxy instructions, send notice to the Company’s registered address clearly stating that the instructions are revoked and ensure that the notice is received by the Company before the start of the meeting. It is your responsibility to notify the proxy.