



Australian and New Zealand Society of Indexers Inc

Policy on Proxy Voting

1. The Constitution provides for proxy voting on any issue at a general meeting.
2. The appointed proxy may be the chairperson of the meeting (usually the president) or any other financial member of the Society.
3. Proxies may be open proxies or closed proxies
 - 3.1 An open proxy is one by which the holder of the proxy is authorised to vote as the proxy sees fit.
 - 3.2 A closed proxy is one where the holder of the proxy is directed to vote for or against a given proposal.
 - 3.3 A closed proxy may therefore be exercised only in respect of a motion of which notice has been given and which appears on the agenda.
4. The appointment of a proxy must be in writing on the approved form.
5. In accordance with the Constitution a copy of the completed proxy form must be lodged with the chairperson of the meeting not later than the day preceding the day appointed for the meeting.
6. The President, or other appointed chairperson, will collate the proxies.
7. At the commencement of the meeting, after apologies have been received, the chairperson will announce details of the number of proxies held, and by whom they are held.
7. When a vote is taken votes cast in person at the meeting will be counted first, followed by proxy votes.

July 2014

To accompany this policy: copy of the proxy form.

Australian and New Zealand Society of Indexers Inc

APPOINTMENT OF A PROXY

The President
Australian and New Zealand Society of Indexers
PO Box 307
Blaxland NSW 2774

ANZSIinfo@anzsi.org

I,

being a member of ANZSI wish to make the following arrangements for voting at the general meeting of the Society to be held on <Insert date>.....

Nomination of Proxy

Please select one option by deleting the non-preferred option

I appoint to act as my proxy

OR

I appoint the President, or other chairperson of the meeting, to act as my proxy

Authority for Proxy to vote

Please select one option by deleting the non-preferred option

I authorise my proxy to vote as s/he sees fit.

OR

I instruct my proxy to vote in the manner directed below

	For	Against	Abstain
Resolution 1 <Insert item number>	[]	[]	[]
Resolution 2 <Insert item number>	[]	[]	[]
Resolution 3 <Insert item number>	[]	[]	[]
Resolution 4 <Insert item number>	[]	[]	[]
Resolution 5 <Insert item number>	[]	[]	[]
Resolution 6 <Insert item number>	[]	[]	[]

Signature

Date

NB This form, duly completed, must reach the President, at one of the addresses shown above, not later than one day before the date of the meeting. **Do not give the form to your proxy.**