



Our voices ■ Our choices

Registered Office:

**22-24 Earl Grey Street
Edinburgh
EH3 9BN**

Charity number: SC 031619

Company number: SC 243492

Form to appoint a proxy for Inclusion Scotland's Annual General Meeting, 26th November 2020

Each Full Member Disabled People's Organisation is entitled to one vote when votes are taken at an Annual General Meeting. Each would usually be represented at the AGM by someone who is involved with their organisation, such as someone who works for that organisation or who is on its Board, or who is a member of that organisation. But if no one who is directly involved in the Full Member Disabled People's Organisation can attend the AGM, that organisation can formally appoint someone else to speak or vote on the Full Member Disabled People's Organisation's behalf. This person is called a 'proxy'.

If a Full Member Disabled People's Organisation wants to appoint a proxy, they need to complete the form below.

Name of Full Member Disabled People's Organisation appointing a proxy:

Address:

Telephone Number:

Email:

Contact person's name:
(just in case we need to check something)

We are a Full Member Disabled People's Organisation that cannot attend Inclusion Scotland's Annual General Meeting on 26th November 2020 and we would like to appoint the following person to act as our proxy:

Name of proxy:

Telephone number:

Email:

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Please provide the name, signature and position of two officers of the Full Member Disabled People's Organisation, to confirm they want to appoint this person to be the organisation's proxy. **Please note that by signing this you are confirming that the nominating organisation continues to fulfil the criteria for being a Full Member of Inclusion Scotland.** That means that the majority of people responsible for governing the organisation (what a Management Committee or Board does) must be disabled people.

Name:

Signed:

Position of Officer:

Name:

Signed:

Position of Officer:

Please now email this to: Sally Witcher, Company Secretary:
Sally@inclusionScotland.org

When e-mailing please send a scan of the completed form with the signatures of the two Officers. Typed signatures can't be accepted. If for any reason scanning is proving to be a problem, please tell Sally in good time and we will find a way to sort it out.

Please make sure the completed, signed form arrives before the day of the Annual General Meeting.

Thank you!