

**PROXY FORM**

At the Annual General Meeting of the CIO to be held on 01/10/2021 and any adjournment thereof

I ………………………………………………………………………….

of (address) ……………………………………………………………………….

a member of the CIO hereby appoint:

Name (Full Member – delete one as necessary ): Kate Lough Katie Mann

as my proxy to vote for me on my behalf on the following resolutions as I have indicated by marking the appropriate box with an X below. If no indication is given, my proxy will vote or abstain from voting at his or her discretion and I authorise my proxy to vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the meeting.

|  |  |  |  |
| --- | --- | --- | --- |
|  | **For** | **Against** | **Abstain** |
| **To adopt the annual report** |  |  |  |
| **To adopt the annual accounts and treasurer’s report** |  |  |  |
| **To accept the applications as new trustees to the board of the CIO** |  |  |  |

Signed: ………………………………………………

Dated:……………………………

**Notes to the proxy form:**

1. As a member of the CIO 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 CIO. You can only appoint a proxy using the procedures set out in these notes.
2. Your proxy must be a Full Member of the POGP.
3. Where you appoint a proxy, you are responsible for ensuring that they attend the meeting and are aware of your voting intentions.
4. To appoint a proxy using the proxy form, the form must be:

* completed and signed;
* sent or delivered to the CIO by email to: [info@pogp.co.uk](mailto:info@pogp.co.uk) and

1. received by the CIO no later than ***5pm on 30th September 2021***
2. To change your proxy instructions simply submit a new proxy appointment using the method set out above. Note that the cut-off time for receipt of proxy appointments (see above) also applies in relation to amended instructions; any amended proxy appointment received after the relevant cut-off time will be disregarded.
3. In order to revoke a proxy instruction you will need to inform the CIO by sending a signed notice clearly stating your intention to revoke your proxy appointment by email to [info@pogp.co.uk](mailto:info@pogp.co.uk)
4. If you attempt to revoke your proxy appointment but the revocation is received after the time specified then, your proxy appointment will remain valid.