ACT Shelter
Working together for housing justice

Proxy Form

Special General Meeting and Annual General Meeting
Monday 23 November 2026, 12:30pm
ACT Shelter Incorporated

How to appoint a proxy

1. Choose another **member** of ACT Shelter to be your proxy, and check they agree.
2. Complete Parts 1 to 4. **You and your proxy must both sign.** Part 3 is optional.
3. Email the signed form to the ACT Shelter Secretary via admin@actshelter.net.au by **NO LATER THAN 12:30pm, Sunday 22 November 2026** (24 hours before the meeting). Late forms cannot be accepted.

PART 1. Member appointing the proxy

Full name _____

Organisation *(if applicable)* _____

Email _____

Phone _____

PART 2. Proxy

I appoint the following member of ACT Shelter as my proxy:

Full name _____

Organisation *(if applicable)* _____

Email _____

Phone _____

to vote on my behalf at the Special General Meeting and the Annual General Meeting of ACT Shelter Incorporated on Monday 23 November 2026 at 12:30pm, and at any adjournment of those meetings.

PART 3. Voting directions *(optional)*

Tick one box per resolution to direct your proxy. If you leave a resolution blank, or a resolution is not listed, your proxy may vote as they think fit.

Resolution	For	Against	Abstain
SPECIAL GENERAL MEETING			
Special resolution: (as set out in the notice of the special resolution)* ***"That the Rules of Association of ACT Shelter Incorporated be repealed and replaced in their entirety by the Rules of Association circulated to members with the notice of this meeting."*** *Needs at least three-quarters of votes cast to be in favour to pass.	☐	☐	☐

PART 4. Signatures

Member appointing the proxy

If the member is an organisation, a person authorised by the organisation signs.

Signature _____

Name _____

Position *(organisations only)* _____

Date _____

Proxy

I agree to act as proxy for the member named in Part 1.

Signature _____

Name _____

Date _____

Things to know

- Your proxy must be a member of ACT Shelter. A member may hold proxies for **no more than five other members**.
- A proxy can vote only once the Executive Committee has accepted the form. If it is not accepted, we will tell you in writing before the meeting.
- Appointing a proxy does not count you as being present at the meeting.

Office use only

Received (date and time): _____ Accepted by Executive Committee: ☐ Yes ☐ No

Proxies now held by this proxy (maximum 5): _____ Member notified if not accepted (date): _____