



Proxy form

All correspondence to: Q Shelter Inc.
Address: Attn: Michael Boylson
PO Box 214, Spring Hill, Qld. 4004

Telephone: (07) 3831 5900
Email: info@qshelter.asn.au

Section 1: Name and address of member

Mark this box with 'X' if you have made any changes to your recorded details.

Member Name:* _____
Address: _____
Representative / Attorney: _____

* If the member is an organisation, insert organisation name here & the person representing in the "Representative / Attorney" field

Section 2: Appointment of proxy

I, being a member, or member nominated representative, of Q Shelter and entitled to attend and vote appoint:

the Chair of the meeting
(mark with an 'X')

OR

Write the full name of the person you are appointing, if this person is not the Chair.

as my proxy to act on my behalf at the meeting listed below (including any adjournment of that meeting), and to vote:

- in accordance with the directions in Section 3 below; OR
- if no directions are given, as the proxy sees fit.

Event	Q Shelter 2020 Annual General Meeting (AGM)
Location	Online
Date	Wednesday, 25 November 2020
Time	4.45pm for a 5.00pm start

Section 3: Voting instructions

Voting directions to proxy – please mark to indicate your directions.

Resolution 1: Adoption of Minutes from 2019 annual general meeting

Resolution 2: Adoption of Minutes from 2020 special general meeting

Resolution 3: Adoption of 2019/20 Annual Report

Resolution 4: Adoption of 2019/20 Audited Financial Statements

For	Against	Discretion*
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* By marking the Discretion box you acknowledge your proxy may exercise your vote as they wish, even if they have an interest in the outcome of the resolution.

The Chair intends to vote all proxies given to the Chair, in favour of the resolutions being passed.

Section 3: Voting instructions (continued)

Resolution 5 – Election of Management Committee

The total nominations received (10) is less than the maximum number of management committee members (12). Therefore, a complete vote will only be undertaken, if a member votes against an individual nominee’s election.

Voting directions to proxy – please mark to indicate your directions.

		For	Against	Discretion*
President:	Darren Mew, BlueCHP Limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President:	Annemaree Callander, Brisbane Youth Service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer:	Teresa Reed, Mangrove Housing Limited	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Member:	Peter Bell, Individual Member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Member:	Joanne Bowen, Individual Member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Member:	Toni Hamilton, Connect Housing Group	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Member:	Robert Perrier, Individual Member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Member:	Natalie Rayment, Individual Member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Member:	Michael Trotter, Individual Member	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
General Member:	Sally Watson, Shelter Housing Action Cairns	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* By marking the Discretion box you acknowledge your proxy may exercise your vote as they wish, even if they have an interest in the outcome of the resolution.

The Chair intends to vote all proxies given to the Chair, in favour of the resolutions being passed.

Section 4: Signing by member

This section must be signed in accordance with the instructions overleaf

Signature - Individual / Authorised Officer	Date

Please provide the information below in case we need to contact you.

Name:

Phone:

Instructions for completion of proxy form

Name and address

1 Insert your name and address.

Appointment of proxy

2 If you wish to appoint the Chair of the meeting as your proxy, mark the box 'The Chair'. If the person you wish to appoint as your proxy is someone other than the Chair of the meeting, write the full name of that person in the space provided. A proxy need not be a member of Q Shelter.

Voting instructions

3 You may direct your proxy how to vote on an item of business by marking a to indicate whether you wish the proxy to vote in favour of or against the resolution listed. If you mark a in the Discretion box, or do not mark any box, your proxy may decide whether or how to vote on that item. If you mark a in more than one box, your proxy and your vote will be invalid.

Signing by member

4 Members must sign the Proxy Form in the space provided:

- (a) **Individual members** must sign personally, or by their previously nominated representative / attorney. If a nominated representative / attorney has not been previously communicated to Q Shelter (by the member), then a nominated representative / attorney, can only sign the Proxy Form if they attach a separate appointment document, signed by the member;
- (b) **Organisation members** must only sign by a properly authorised officer. If the authorised officer has not been previously communicated to Q Shelter (by the organisation), then the authorised officer can only sign the Proxy Form if they sign under seal (if the organisation is a corporation), or if they produce appropriate evidence they are an authorised officer of the organisation.

Lodging of proxy

5 This proxy form (and the original or a certified copy of any appointment document under which it is signed) must be received by Q Shelter not later than the date and time set out below, by mail or email.

Proxy Closing Time	4pm on Monday, 23 November 2020
By mail	PO Box 214, Spring Hill, Qld. 4004
By email	info@qshelter.asn.au