



OBSERVATORY CIVIC ASSOCIATION

Annual General Meeting
26th of November 2019 @ 18H00

PROXY FORM

Proxy holders must be present at the AGM

I (name) _____ of (address) _____
being a paid-up member of the Observatory Civic Association, hereby appoint:

(name) _____ and (address) _____
as my proxy to attend and speak and vote on my behalf at the Annual General Meeting of the Observatory Civic Association to be held at 18h.00 on the 26 November 2019.

SIGNED this _____ day of November 2019

Signature of member appointing proxy

Name and Signature of Proxy attending the meeting

Name and Signature of Witness

VOTING PROCEDURES

1. Only members shall be allowed to vote at any properly constituted Annual, or Special General meeting.
2. Members either have to be present in person to vote or must provide the above proxy **no later than 24 hours before the meeting, by emailing it to adminoca@obs.org.za**
3. Once a duly completed proxy is submitted to the OCA **no later than 24 hours before commencement of a meeting**, the proxy must be verified as valid by the OCA Committee before voting begins.
4. The proxy must include the eligible member's FULL name and signature and also that of the eligible proxy member's details and signature.
5. The proxy member may make specific proposals or nominations and/or accept specific nominations or specific outcomes of elections on the absent member's behalf.
6. Every proposal submitted to a meeting shall be decided by a show of hand, which includes approved proxy forms, except where a majority of members call for a secret ballot. A secret ballot shall include proxies.
7. The Chairperson shall have a casting vote when the number of votes cast for and against are equal.