

# ***Constitution of Darling Downs and South West Queensland Cricket Inc***

*Associations Incorporation Act 1981 (Qld)*

**Adopted 27/04/2025**



***Promoting, administering and growing cricket, ensuring Darling Downs & South West Queenslanders can play, participate in and enjoy the game.***

## ***Constitution of Darling Downs and South West Queensland Cricket Inc***

### ***Associations Incorporation Act 1981 (Qld)***

#### **1. Name**

The name of the incorporated association shall be "Darling Downs and South West Queensland Cricket Inc" (in these rules called "**the association**").

#### **2. Objects**

The objects for which the association is established shall be to promote, administer and grow cricket ensuring Darling Downs and South West Queenslanders can play, participate in and enjoy the game.

#### **3. Powers**

Solely for furthering the Objects, the Association has all the rights, powers and privileges of an individual.

#### **4. Members**

(a) Membership of the association shall be divided into the following classes:

- (i) Ordinary Member; and
- (ii) Life Member.

(b) Membership of both classes shall be unlimited.

#### **5. Ordinary Members**

(a) Each entity listed in **Schedule 1** and such other entities approved of by a Special Resolution of votes cast by Voting Members at a General Meeting from time to time (**Ordinary Member**) will be entitled to nominate the number of Delegates set out in **Schedule 1**.

(b) Unless provided in this Constitution, a person appointed by an Ordinary Member as a Delegate will remain that Ordinary Member's Delegate until the Secretary receives notice in writing from the Ordinary Member signed by a proper officer of the Ordinary Member (of whom the Management Committee will be the sole judge) removing that person as a Delegate and appointing a replacement person as a Delegate.

(c) Any person who is elected or appointed as a member of the Management Committee and who was, at the time of such election, a Delegate or an office bearer of an Ordinary Member, shall upon such election cease to be the Delegate or office bearer of that Ordinary Member and the Ordinary Member must as soon as practicable, and in any event prior to the next General Meeting of the association, cause a replacement Delegate to be appointed.

(d) Delegates must be given notice of all meetings of Members of the association and the Delegates are entitled to vote.

(e) An entity may be appointed as an Ordinary Member of the association at a General Meeting upon:

- (i) the recommendation of the Management Committee, such recommendation which must include the number of Delegates an Ordinary Member will be entitled to appoint; and

- (ii) a Special Resolution in favour of the recommendation to appoint that entity as an Ordinary Member.
- (f) At the time of becoming an Ordinary Member, the Management Committee shall make a recommendation as to the number of Delegates an Ordinary Member is entitled to appoint but the number shall be in accordance with a resolution passed by Special Resolution of votes cast by Voting Members.
- (g) An Ordinary Member is required to meet any criteria determined by the Management Committee including but not limited to:
  - (i) being a not for profit incorporated association with a constitution reviewed by the association for compliance with the objectives of this Constitution; and
  - (ii) meeting appropriate key performance indicators including but not limited to, financial viability, playing members, capital investment and contribution to Cricket in the Darling Downs and South West by the Ordinary Member.
- (h) Ordinary Members must each year within 4 months of their financial year end:
  - (i) lodge audited financial statements with the association; and
  - (ii) submit to the association a declaration, such declaration to be given by the Ordinary Member, stating that the funds provided by the association during the relevant financial period (whether by grant, or otherwise) have been acquitted by the Ordinary Member in accordance with the terms of any grant or agreement between the parties.
- (i) An Ordinary Member must promptly notify the association of any amendments to its constitution as soon as reasonably possible following such amendments taking effect.
- (j) The association may, in its absolute discretion, request clarification of any financial matters that might impact the financial viability of the Ordinary Member.
- (k) Whilst the admission of an Ordinary Member is a matter to be determined by Special Resolution of the Voting Members, the maximum number of Delegates which can be allowed for an Ordinary Member must have regard to the nature of the Ordinary Member entity but in no case shall exceed 2 Delegates.

## **6. Life Members**

- (a) The Management Committee may nominate Life Members in consideration of special services rendered to the association. Nominations must be submitted to the Annual General Meeting of the association, at which meeting Life Members may be elected by a simple majority.
- (b) Life Members are entitled to exercise all the privileges of Members of the association however will not be entitled to a vote on any motion at any meeting of the association.
- (c) A Life Member may be a Delegate.

## **7. Application for Membership**

Every applicant for any class of membership of the association shall be in such form as the Management Committee from time to time prescribes.

## **8. Membership Fees**

- (a) The annual subscription (if any) and fees payable by Members to the association and the time for, and manner of, payment shall be as determined by the

Management Committee from time to time.

- (b) Members whose subscriptions and/or fees have not been paid and received by the time set by the Management Committee in any year shall not be entitled to receive any of the benefits, advantages, privileges or services of membership unless otherwise approved in writing by the Management Committee.

## **9. Admission and Rejection of Members**

- (a) At the next meeting of the Management Committee after the receipt of any application and the fee applicable for any class of membership, such application shall be considered by the Management Committee, who shall thereupon determine by majority vote upon its recommendation to the General Meeting as to the admission or rejection of the applicant.
- (b) Upon the acceptance or rejection of an application for any class of membership the Secretary shall forthwith give the applicant notice in writing of such acceptance or rejection.

## **10. Termination of Membership**

- (a) A Member may resign from the association at any time by giving notice in writing to the Secretary.
- (b) Such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the notice when it shall take effect on that later date.
- (c) If a Member –
  - (i) is convicted of an indictable offence; or
  - (ii) fails to comply with any of the provisions of these rules; or
  - (iii) has membership fees in arrears for a period of 2 months or more; or
  - (iv) conducts themselves in a manner considered to be injurious or prejudicial to the character or interests of the association;

the Management Committee shall consider whether the Member's membership shall be terminated. The Member concerned shall be given a full and fair opportunity of presenting the Member's case and if the Management Committee resolves to terminate the membership it shall instruct the Secretary to advise the Member in writing accordingly.

## **11. Appeal against Rejection or Termination of Membership**

There will be no appeal against rejection of application or termination of membership.

## **12. Register of Members**

- (a) The Management Committee shall cause a register to be kept in which shall be entered the names and addresses of all members of the association and the dates of their admission.
- (b) Particulars shall be entered into the register of death, resignations, terminations and reinstatements of membership and any further particulars as the Management Committee or the Members at any General Meeting may require from time to time.
- (c) The register shall be open for inspection at all reasonable times by any Member who previously applies to the secretary for such inspection.

## **13. Secretary**

- (a) If a vacancy happens in the office of Secretary, the members of the Management Committee must ensure a Secretary is appointed or elected for the association within one month after the vacancy happens.
- (b) The Secretary must be an individual residing in Queensland, or in another State but not more than 65km from the Queensland border, who is-
  - (i) a Member of the association elected by the association as Secretary; or
  - (ii) any of the following persons appointed by the Management Committee:
    - a. a member of the association's Management Committee;
    - b. a Member of the association; or
    - c. another person,
- (c) The Management Committee may appoint and remove the association's Secretary at any time.

#### **14. Membership of Management Committee**

- (a) The Management Committee of the association shall consist of:
  - (i) a President,
  - (ii) two Vice Presidents,
  - (iii) a Secretary; and
  - (iv) a Treasurer
- (b) At the Annual General meeting of the association, all the members of the Management Committee for the time being shall retire from office but shall be eligible upon nomination for re-election.
- (c) The election of officers and other members of the Management Committee shall take place in the following manner-
  - (i) A Member shall be at liberty to nominate a person to serve as a member of the Management Committee.
  - (ii) The nomination, which shall be in writing and signed by the candidate and the candidate's proposer and seconder, shall be lodged with the Secretary at least 14 days before the Annual General meeting at which the election is to take place.
  - (iii) A list of candidates' names in alphabetical order, with the proposer's and seconder's names, shall be sent to the Members and posted in a conspicuous place in the office or usual place of meeting of the association for at least 7 days immediately preceding the Annual General Meeting.
  - (iv) Balloting lists shall be prepared (if necessary) containing the names of candidates in alphabetical order, and each Member present at the Annual General Meeting shall be entitled to vote for each position of office and in the case of general committee members, any number of such candidates not exceeding the number of vacancies.
  - (v) Should, at the commencement of such meeting, there be an insufficient number of candidates nominated, nominations may be taken from the floor of the meeting.
  - (vi) Each Ordinary Member shall nominate a Delegate or Delegates pursuant to rule 5(a). Such nominations shall be lodged with the Secretary at least 14

days before the Annual General Meeting from which date the appointments are to take place.

**15. Resignation or Removal from Office of Member of Management Committee**

- (a) Any member of the Management Committee may resign from membership of the Management Committee at any time by giving notice in writing to the Secretary but such resignation shall take effect at the time such notice is received by the Secretary unless a later date is specified in the Notice when it shall take effect on that later date or such member may be removed from office at a General Meeting of the association where that member shall be given the opportunity to fully present the member's case.
- (b) The question of removal shall be determined by a vote of the Members present at such a General Meeting.
- (c) There is no right of appeal against a member's removal from office under this section.

**16. Vacancies on Management Committee**

- (a) The Management Committee shall have the power at any time to appoint any person to fill any casual vacancy on the Management Committee until the next Annual General Meeting.
- (b) The continuing members of the Management Committee may act notwithstanding any casual vacancy in the Management Committee, but if and so long as their number is reduced below the number fixed by or pursuant to these rules as the necessary quorum of the Management Committee, the continuing member or members may act for the purpose of increasing the number of members of the Management Committee to that number or for summoning a General Meeting of the association, but for no other purpose.

**17. Functions of the Management Committee**

Except as otherwise provided by these rules and subject to resolutions of the Members of the association carried at any General Meeting the Management Committee-

- (a) shall have the general control and management of the administration of the affairs, property and funds of the association; and
- (b) shall have the authority to interpret the meaning of these rules and any matter relating to the association on which these rules are silent.

**18. Meetings of the Management Committee**

- (a) The Management Committee shall meet at such time and such places as the members hereof shall from time to time decide (provided that such meetings shall take place at least once in every four calendar months) to exercise its functions.
- (b) A special meeting of the Management Committee shall be convened by the Secretary on the requisition in writing signed by not less than one-third of the members of the Management Committee, which requisition shall clearly state the reasons why such special meeting is being convened and the nature of the business to be transacted thereat.
- (c) At every meeting of the Management Committee a simple majority of a number equal to the number of members elected and appointed to the Management Committee shall constitute a quorum.
- (d) Subject as previously provided in this rule, the Management Committee may meet together and regulate its proceedings as it thinks fit.

- (e) However, questions arising at any meeting of the Management Committee shall be decided by a majority of votes and, in the case of equality of votes, the question shall be deemed to be decided in the negative.
- (f) A member of the Management Committee shall not vote in respect of any contract or proposed contract with the association in which the member is interested, or any matter arising thereout, and if the member does so vote the member's vote shall not count.
- (g) Not less than 14 days' notice shall be given by the Secretary to members of the Management Committee of any special meeting of the Management Committee.
- (h) Such notice shall clearly state the nature of the business to be discussed thereat.
- (i) The President shall preside as chairperson at every meeting of the Management Committee, or if there is no President, or if at any meeting the President is not present within 10 minutes after the time appointed for holding the meeting, the Vice-President shall be chairperson or if the Vice President is not present at the meeting then the members may choose one of their number to be chairperson of the meeting.
- (j) If within half an hour from the time appointed for the commencement of a Management Committee meeting a quorum is not present, the meeting, if convened upon the requisition of members of the Management Committee, shall lapse.
- (k) In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other time and place as the Management Committee may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the meeting shall lapse.
- (l) All acts done by any meeting of the Management Committee or of a subcommittee or by any person acting, as a member of the Management Committee shall, notwithstanding that it is afterwards discovered that there was some defect in the appointment of any such member of the Management Committee or person acting as aforesaid, or that the members of the Management Committee or any of him or her were disqualified, be as valid as if every such person had been duly appointed and was qualified to be a member of the Management Committee.
- (m) A resolution in writing by all the members of the Management Committee for the time being entitled to receive notice of meeting of the Management Committee shall be valid and effectual as if it had been passed at a meeting of the Management Committee duly convened and held.
- (n) Any such resolution may consist of several documents in like form, each signed by one or more members of the Management Committee.
- (o) The Management Committee may hold meetings or permit its members to take part in its meetings, by using any technology that reasonably allows its members to hear and take part in discussions as they happen. A member of a Management Committee who participates in a meeting using such technology is taken to be present at the meeting.
- (p) The Secretary must ensure full and accurate minutes of all questions, matters, resolutions and other proceedings of each Management Committee meeting are maintained. To ensure the accuracy of the minutes, the minutes of each Management Committee meeting must be signed by the chairperson of the meeting, or the chairperson of the next Management Committee, verifying their accuracy.
- (q) For the purposes of clauses 18(n) and 18(p), a signature may be by wet, digital or electronic signature.

## **19. Subcommittees**

- (a) The Management Committee may delegate any of its powers to a subcommittee consisting of as many members as the Management Committee thinks fit. However, such subcommittees will have authority only to make recommendations to the Management Committee.
- (b) Any subcommittee so formed shall in the exercise of the powers so delegated conform to any regulations that may be imposed on it by the Management Committee.
- (c) In the event the Management Committee has not appointed a chairperson of a subcommittee, a subcommittee may elect a chairperson of its meetings.
- (d) If no such chairperson is elected, or if at any meeting the chairperson is not present within 10 minutes after the time appointed for holding the meeting, the members present may choose one of their number to be chairperson of the meeting.
- (e) A subcommittee may meet and adjourn as it thinks proper.
- (f) Questions arising at any meeting shall be determined by a majority of votes of the members present and, in the case of an equality of votes, the question shall be deemed to be decided in the negative.

## **20. Annual General**

- (a) The Annual General Meeting shall be held within 6 months of the close of the financial year.
- (b) The business to be transacted at every Annual General Meeting shall be: -
  - (i) the receiving of the Management Committee's report and the statement of income and expenditure, assets and liabilities and mortgages, charges and securities affecting the property of the association for the proceeding financial year;
  - (ii) the receiving of the auditor's report upon the books and accounts for the preceding financial year;
  - (iii) the election of members of the Management Committee; and
  - (iv) the appointment of an auditor.

### **20.1 Special General Meeting**

- (a) The Secretary shall convene a Special General Meeting:
  - (i) when directed to do so by the Management Committee; or
  - (ii) on the requisition in writing signed by not less than one third of the members presently on the Management Committee or not less than the number of Ordinary Members of the association which equals double the number of members presently on the Management Committee plus one.
- (b) A requisition mentioned in sub rule 20.1(a) shall clearly state the reasons why such Special General Meeting is being convened and the nature of the business to be transacted thereat.

### **20.2 General Meetings**

- (a) A Member may take part and vote in a General Meeting in person, by proxy, by



attorney or by using any technology that reasonably allows the Member to hear and take part in discussions as they happen.

- (b) At any General Meeting the number of Members required to constitute a quorum shall be double the number of members presently on the Management Committee plus one.
- (c) No business shall be transacted at any General Meeting unless a quorum of Members is present at the time when the meeting proceeds to business.
- (d) For the purposes of this rule "Member" includes a person attending by using technology or as a proxy or as representing a corporation which is a Member.
- (e) If within half an hour from the time appointed for the commencement of a General Meeting a quorum is not present, the meeting, if convened upon the requisition of members of the Management Committee or the association, shall lapse.
- (f) In any other case it shall stand adjourned to the same day in the next week at the same time and place, or to such other day and at such other time and place as the Management Committee may determine, and if at the adjourned meeting a quorum is not present within half an hour from the time appointed for the meeting, the Members present shall be a quorum.
- (g) The chairperson may, with the consent of any meeting at which a quorum is present (shall if so directed by the meeting) adjourn the meeting from time to time and from place to place, but no business shall be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.
- (h) When a meeting is adjourned for 30 days or more, notice of the adjourned meeting shall be given as in the case of an original meeting.
- (i) Save as aforesaid it shall not be necessary to give any notice of an adjournment or of business to be transacted at an adjourned meeting.
- (j) The Secretary shall convene all General Meetings of the association by giving not less than 14 days' notice of any such meeting to the Members of the association.
- (k) The manner by which such notice shall be given shall be determined by the Management Committee.
- (l) Notice of a General Meeting shall specify the place and date and time of the meeting, the nature of the business to be discussed thereat and call for any agenda items and motions from Members.
- (m) The agenda for the General Meeting stating the business to be transacted at the meeting shall be available to every Member entitled to vote at least 7 days prior to the meeting, together with any notice of motion received from Members.
- (n) Unless otherwise provided by these rules, at every General Meeting:
  - (i) the President shall preside as chairperson, or if there is no President, or if the President is not present within 15 minutes after the time appointed for the holding of the meeting or is unwilling to act, the Vice-President shall be the chairperson or if the Vice-President is not present or is unwilling to act then the Members present shall elect 1 of their number to be chairperson of the meeting;
  - (ii) the chairperson shall maintain order and conduct the meeting in a proper and orderly manner;
  - (iii) every question, matter or resolution shall be decided by a majority of votes of the Members present;

- (iv) every Member present shall be entitled to 1 vote per Delegate and in the case of an equality of votes the question, matter or resolution will be decided in the negative;
  - (v) however, no Member shall be entitled to vote at any General Meeting if the Member's annual subscription is more than 1 month in arrears at the date of the meeting;
  - (vi) voting shall be by show of hands or a division of Members, unless not less than one-fifth of the Members present demand a ballot, in which event there shall be a secret ballot;
  - (vii) the chairperson shall appoint two Members to conduct the secret ballot in such manner as the chairperson shall determine and the result of the ballot as declared by the chairperson shall be deemed to be the resolution of the meeting at which the ballot was demanded;
  - (viii) a Member may vote in person (including by use of technology) or by proxy or by attorney and on a show of hands every person present who is a Member or a representative of a Member shall have 1 vote and in a secret ballot every Member present in person or by proxy or by attorney or other duly authorised representative shall have 1 vote;
  - (ix) the instrument appointing a proxy shall be in writing, in the common or usual form, under the hand of the appointor or of the appointor's attorney duly authorised in writing or, if the appointor is a corporation, either under seal or under the hand of an officer or attorney duly authorised;
  - (x) a proxy may but need not be a Member of the association;
  - (xi) the instrument appointing a proxy shall be deemed to confer authority to demand or join in demanding a secret ballot;
  - (xii) where it is desired to afford Members an opportunity of voting for or against a resolution the instrument appointing a proxy shall be in the form set out in Schedule 2 or a form as near thereto as circumstances permit;
  - (xiii) the instrument appointing a proxy shall be deposited with the Secretary prior to the commencement of any meeting or adjourned meeting at which the person named in the instrument purposes to vote;
  - (xiv) the Secretary shall cause full and accurate minutes of all agenda items, decisions, resolutions and other proceedings of every General Meeting to be maintained and be available for inspection at all reasonable times by any financial Member who previously applies to the Secretary for that inspection; and
  - (xv) For the purposes of clauses 20.2(n), (o) and (p), a signature may be by wet, digital or electronic signature.
- (o) For the purposes of ensuring the accuracy of the recording of such minutes, the minutes of every Management Committee meeting shall be signed by the chairperson of that meeting or the chairperson of the next succeeding Management Committee meeting verifying their accuracy.
  - (p) Similarly, the chairperson of the next succeeding General Meeting shall sign the minutes of every General Meeting.
  - (q) However, the chairperson of that meeting or the chairperson of the next succeeding General Meeting or Annual General Meeting shall sign the minutes of any General Meeting.

## **21. By Laws**

The Management Committee may from time to time make, amend or repeal by-laws, not inconsistent with these rules, for the internal management of the association and any by-law may be set aside by a General Meeting of Members.

## **22. Alteration of Rules**

- (a) Subject to the provisions of the Act, these rules may be amended, rescinded or added to from time to time by a Special Resolution carried at any General Meeting.
- (b) However, an amendment, rescission or addition is valid only if the Office of Fair Trading under the Act registers it.

## **23. Common Seal**

- (a) The Management Committee may have a common seal.
- (b) The common seal shall only be used by the authority of the Management Committee and every instrument to which the seal is affixed shall be signed by a member of the Management Committee and shall be countersigned by the Secretary or by a second member of the Management Committee or by some other person appointed by the Management Committee for the purpose.

## **24. Funds and Accounts**

- (a) The funds of the association must be kept in an account in the name of the association in a financial institution decided by the Management Committee.
- (b) Proper books and accounts shall be kept showing full and accurate particulars of the financial affairs of the association.
- (c) All moneys shall be deposited in the financial institution account as soon as practicable after receipt thereof.
- (d) All amounts of \$100 or over shall be authorised by any 2 of the President, Secretary, Treasurer or other member authorised from time to time by the Management Committee.
- (e) All expenditure shall be approved or ratified at a Management Committee meeting.
- (f) As soon as practicable after the end of each financial year the Treasurer shall cause to be prepared a statement containing particulars of:
  - (i) the income and expenditure for the financial year just ended; and
  - (ii) the assets and liabilities and of all mortgages, charges and securities affecting the property of the association at the close of that year.
- (g) All statements shall be examined by the auditor who shall present a report upon such audit to the secretary prior to the holding of the Annual General Meeting next following the financial year in respect of which such audit was made.
- (h) The income and property of the association whencesoever derived shall be used and applied solely in promotion of its objects and in the exercise of its powers as set out herein and no portion thereof shall be distributed, paid or transferred directly or indirectly by way of dividend, bonus or otherwise by way of profit to or amongst the Members of the association provided that nothing herein contained shall prevent the payment in good faith of interest to any such Member in respect of moneys advanced by the Member to the association or otherwise owing by the association to the Member or of remuneration to any officers or servants of the association or to any Member of the association or other person in return for any

services actually rendered to the association provided further that nothing herein contained shall be construed so as to prevent the payment or repayment to any Member of out of pocket expenses, money lent, reasonable and proper charges for goods hired by the association or reasonable and proper rent for premises demised or let to the association.

## **25. Documents**

The Management Committee shall provide for the safe custody of books, documents, instruments of title and securities of the association.

## **26. Financial Year**

The financial year of the association shall close on the 30th April in each year.

## **27. Distribution of Surplus Assets**

If the association shall be wound up in accordance with the provisions of the Act, and there remains, after satisfaction of all its debts and liabilities, any property whatsoever, the same shall not be paid to or distributed among the Members of the Association, but shall be given or transferred to some other institution or institutions having objects similar to the objects of the association, and which shall prohibit the distribution of its or their income and property among its or their Members to an extent at least as great as is imposed on the association under or by virtue of rule 24(h), such institution or institutions to be determined by the Members of the association.

## **28. Definitions**

**Act** means the *Associations Incorporation Act 1981 (Qld)*.

**Annual General Meeting** means the Annual General Meeting of the association required to be held by the association in each calendar year.

**Constitution** means this constitution as amended from time to time, and a reference to a particular clause is a reference to a clause of this constitution.

**Cricket** means the game of cricket as recognised by the International Cricket Council from time to time.

**Delegate** means and includes a representative appointed to represent a Voting Member in a meeting or in voting on a resolution in accordance with this Constitution and the Act and where applicable includes any duly authorised alternate Delegate.

**General Meeting** means a general meeting of Members and includes the Annual General Meeting and Special General Meetings.

**Member** means an Ordinary Member or a Life Member.

**Special General Meeting** means a General Meeting other than an Annual General Meeting.

**Special Resolution** means a resolution passed by not less than 75% of the votes cast.

**Voting Members** means those Members of the association entitled to vote at General Meetings.

**Schedule 1**

<b>Ordinary Member</b>	<b>Delegates</b>
Dalby Cricket Association Inc.	2
Chinchilla & District Cricket Association Inc	2
Goondiwindi & District Cricket Association Inc	1
St. George Cricket Association Inc	2
Roma & District Cricket Association Inc	2
Charleville & District Cricket Association Inc	2
Stanthorpe Junior Cricket Association Inc	1
Goondiwindi & District Junior Cricket Association Inc	1
Toowoomba Cricket Inc	2
Lockyer Cricket Association Inc	2
Warwick Cricket Association Inc	2
Stanthorpe and District Cricket Association Inc	1
Central Downs Cricket Association Inc	1

## Schedule 2

### DARLING DOWNS AND SOUTH WEST QUEENSLAND CRICKET ASSOCIATION - PROXY

\_\_\_\_\_ being a Voting Member of the  
abovenamed association, hereby appoints  
\_\_\_\_\_ of \_\_\_\_\_,  
as its proxy to vote on its behalf at the (Annual) General Meeting of the association, to be  
held on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_,  
and at any adjournment thereof.

Date: \_\_\_\_\_.

Signature: \_\_\_\_\_.

This form is to be used

\* In favour of the resolution

\* Against

\* Strike out whichever is not desired (Unless otherwise instructed, the proxy may vote as the proxy thinks Fit).