

# **Proxy Appointment Form**

Strata Schemes Management Act (2015)

## Please return your completed Proxy Form to Perpetual Strata Management

Post your signed and dated proxy form to Perpetual Strata Management Pty Ltd, GPO Box 968, SYDNEY NSW 2001 or via email to info@perpetualstrata.com.au. Please take the time to vote and have your say in the management of your strata scheme.

OWNER ANI	PROXY DETAILS			
DATE STRATA PLAN #	STRATA PLAN ADDRESS			
I/We	The owner/s of			
NAME	LOT/UNIT #			
appoint of				
NAME OF PROXY  ADDRESS  As my/our proxy for the purposes of meetings of the owners corporation (including adjournments of meetings).				
I/We	The owner/s of			
NAME	LOT/UNIT#			
appoint of				
NAME OF 2 <sup>ND</sup> CHOICE PROXY ADDRESS				
if our first proxy choice already holds the maximum number of proxies that may be accepted.				
PERIOD/NUMBER OF MEETING FOR WHICH APP	OINTMENT OF PROXY HAS EFFECT (PLEASE TICK)			
1 meeting OR meetings OR	1 month OR months OR			
# of	# of			
12 months or 2 consec	utive Annual General Meetings			
Note: The appointment cannot have effect for more than 12 months or 2 consecutive annual general meetings, whichever is the greater. If no selection is made by the person giving the proxy, the proxy is effective for one meeting.				
AUTHORITIES (PLEASE TICK)				
This form authorises the proxy to vote on my/our behalf on all matters.				
This form authorises the proxy to vote on my/our behalf on the following matters only:				
I hereby nominate myself to be a member of the strata committee.				
I hereby nominate of lot to be a member of the strata committee.				
If a vote is taken on whether the strata managing agent should be appointed or remain in office, or whether another managing agent is appointed, I/we want the proxy to vote as follows:				
I understand that, if the proxy already holds more than the permitted number of proxies, the proxy will not be permitted to vote on my/our behalf on any matters.				
OWNER/S NAME	OWNER/S SIGNATURE			

PLEASE TURN OVER FOR FURTHER INFORMATION ON VOTING OPTIONS





## PROXY APPOINTMENT FORM

#### NOTES ON APPOINTMENT OF PROXIES

- 1. This form is ineffective unless it contains the date on which it was made and it is given to the secretary of the owners corporation at least 24 hours before the first meeting in relation to which it is to operate (in the case of a large strata scheme) or at or before the first meeting in relation to which it is to operate (in any other case)..
- 2. This form will be revoked by a later proxy appointment form delivered to the secretary of the owners corporation in the manner described in the preceding paragraph
- 3. This form is current from the day on which it is signed until the end of the period (if any) specified on the form or the first anniversary of that day or at the end of the second annual general meeting held after that day (whichever occurs first).
- 4. If a person holds more than the total number of proxies permissible, the person cannot vote using any additional proxies. The total number of proxies that may be held by a person (other than proxies held by the person as the co-owner of a lot) voting on a resolution are as follows:
  - a. if the strata scheme has 20 lots or less, one,
  - b. if the strata scheme has more than 20 lots, a number that is equal to not more than 5% of the total number of lots
- 5. A provision of a contract for the sale of a lot in a strata scheme, or of any ancillary or related contract or arrangement, is void and unenforceable to the extent that it:
  - a. requires the purchaser of a lot, or any other person, to cast a vote at a meeting of the owners corporation at the direction of another person, or
  - b. requires the purchaser to give a proxy at the direction of another person for the purpose of voting at a meeting of the owners corporation (that is a person cannot rely on any such proxy to cast a vote as a proxy).

#### NOTES ON RIGHTS OF PROXIES TO VOTE

- 1. A duly appointed proxy:
  - a. may vote on a show of hands (or by any other means approved by a general resolution at a meeting of the owners corporation), subject to any limitation in this form, or may demand a poll, and
  - b. may vote in the person's own right if entitled to vote otherwise than as a proxy, and
  - c. if appointed as a proxy for more than one person, may vote separately as a proxy in each case.
- 2. A proxy is not authorised to vote on a matter:
  - a. if the person who appointed the proxy is present at the relevant meeting and personally votes on the matter, or
  - so as to confer a pecuniary or other material benefit on the proxy, if the proxy is a strata managing agent, building manager or on-site residential property manager, or
  - c. if the right to vote on any such matter is limited by this form.

#### **OPTIONAL VOTING (PLEASE CIRCLE)**

I/we request that my/our proxy records my votes as follows:

			I/we request that my/ou	r proxy rec
Motion 1	YES	NO	Motion 11	YES
Motion 2	YES	NO	Motion 12	YES
Motion 3	YES	NO	Motion 13	YES
Motion 4	YES	NO	Motion 14	YES
Motion 5	YES	NO	Motion 15	YES
Motion 6	YES	NO	Motion 16	YES
Motion 7	YES	NO	Motion 17	YES
Motion 8	YES	NO	Motion 18	YES
Motion 9	YES	NO	Motion 19	YES
Motion 10	YES	NO	Motion 20	YES

Motion 21	YES	NO
Motion 22	YES	NO
Motion 23	YES	NO
Motion 24	YES	NO
Motion 25	YES	NO
Motion 26	YES	NO
Motion 27	YES	NO
Motion 28	YES	NO
Motion 29	YES	NO
Motion 30	YES	NO

### **VOTING INSTRUCTIONS FOR THE EXTRAORDINARY GENERAL MEETING**

You can exercise your voting rights at the meeting in person or by proxy. If you are a corporation your voting rights may be exercised only by your company nominee in person, or by proxy appointed by the corporation.

You or your company nominee cannot vote on a motion for an ordinary or special resolution unless the following amounts have been paid before the meeting:

- All contributions levied by the Owners Corporation that are payable at the date of this notice; and
- · Any other money that is recoverable by the Owners Corporation from you at the date of this notice.

