



## **Summary Notes for Completion of the Proxy Form**

1. Please write your name in the field shaded yellow.
2. The Rules of EBCLT state that one third (or the number nearest one third) of the Trustees must retire at each AGM. A retiring Trustee is eligible for re-election. The three retiring Trustees are all standing for re-election.  
  
The Rules of EBCLT state that the maximum number of Trustees is 9. Before the AGM 7 Trustees were in place. The request for nominations did not result in any member coming forward for election. With the compulsory retirements a total of up to 3 trustees can be elected at the AGM. Without any additional nominations received, only the three retiring trustees are standing for election.
3. If you do not indicate a choice by either voting "for", "against" or "abstain, the Chair has full discretion to cast the votes for you. Voting can only be effected via proxy.
4. The proxy form must be signed and dated to be valid.
5. Except for the voting, this year the AGM will be conducted virtually. Please indicate on the proxy form whether you would like to attend via the electronic platform.
6. If possible, please print, complete, sign and scan the proxy form and send it by email to [admin@eastbergholt-clt.org](mailto:admin@eastbergholt-clt.org) by 17:00 on 10 June 2021 or post it to the address set out in #8 below.
7. If you do not have the ability to print the proxy form, please send an email to [admin@eastbergholt-clt.org](mailto:admin@eastbergholt-clt.org) and we will arrange to post a form to you. In view of the timetable and the potential delay in the postal system, such a request should be made as soon as possible.
8. To be effective, all original proxy appointments must be lodged at EBCLT's address at Gothic House, Gaston Street, East Bergholt CO7 6SD no later than 10 June 2021, or if sent by e-mail to [admin@eastbergholt-clt.org](mailto:admin@eastbergholt-clt.org) received no later than 17:00 on 10 June 2021.