

**PROXY AND COMPANY NOMINEE APPOINTMENT FORM**

**PROXY APPOINT FORM**

**Strata Schemes Management Act 1996**

Date..... I/We.....

The Owners of Lot/Unit..... In Strata Plan No \_\_\_\_\_

Appoint.....of.....

(or the Chairman, as my/our proxy for the purposes of meetings of the owners corporation (including adjourned meetings )

Period or number of meetings for which the appointment of proxy has effect:

\*1 meeting/\*[.....] meetings/\*1 month/\*[.....] months/\*12 months or 2 consecutive annual general meetings.

**\*Tick or tick and complete whichever applies.**

(Note- The appointment cannot have effect for more than 12 months or 2 consecutive annual general meetings, whichever is the greater)

\*1. This form authorises the proxy to vote on my/our behalf on all matters

**OR**

\*2. This form authorises the proxy to vote on my/our behalf on the following matters only

**\*Delete paragraph 1 or 2, whichever does not apply**

(PLEASE CIRCLE AS AN INDICATION OF HOW YOU WANT TO VOTE ON THE MOTIONS)

MOTION 1	YES/NO (Please circle)	MOTION 8	YES/NO (Please circle)
MOTION 2	YES/NO (Please circle)	MOTION 9	YES/NO (Please circle)
MOTION 3	YES/NO (Please circle)	MOTION 10	YES/NO (Please circle)
MOTION 4	YES/NO (Please circle)	MOTION 11	YES/NO (Please circle)
MOTION 5	YES/NO (Please circle)	MOTION 12	YES/NO (Please circle)
MOTION 6	YES/NO (Please circle)	MOTION 13	YES/NO (Please circle)
MOTION 7	YES/NO (Please circle)	MOTION 14	YES/NO (Please circle)

\*3. If a vote is take on whether.....(The Strata Managing Agent) should be appointed or remain in office or whether another managing agent is to be appoints, i/We want the proxy to vote as follows:-

\_\_\_\_\_  
(\*Delete paragraph 3 if proxy is not authorised to vote on this matter. For examples see note 1 below.

Signature of Owners/s.....

**(Signatures of all owners recorded on the Strata Roll required to be validated)**

**Notes**

1. 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
  - (b) So as to confer a pecuniary or other material benefit on the proxy, if the proxy is a strata managing agent, caretaker or on-site residential property manager.
2. 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).
3. 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.

**COMPANY NOMINEE FORM**

To.....of.....  
(Name of person to be appointed) (Address)

.....(Company Name) hereby authorises you in accordance with Sec. 122 of the Strata Schemes Management Act 1996, to exercise or perform on its behalf any power, authority, duty or function conferred by or under that act on it owners of Lots/Units.....In Strata Scheme No. \_\_\_\_\_

DATED this .....day of.....20\_\_

THE COMMON SEAL OF.....

Was hereunto affixed by authority of its Board of Directions in the presence of:

Secretary ..... Director.....  
(Print Name/Sign) (Print Name/Sign)