

# Owners Corporation Proxy Form

UNDER REGULATION 8 OF THE OWNERS CORPORATIONS REGULATIONS 2018

I / W E: Name(s) of lot Owner(s)

OF: Address

BEING THE OWNER(S) OF: Lot number(s)

☐ HEREBY AUTHORISE: Name of person

OF: Address

OR ☐ AUTHORISE: AMK Owners Corp Manager

AS MY/OUR PROXY:

**a.** ☐ To attend, speak and vote in person on my/our behalf: insert date until which proxy authorisation will be valid, up to a maximum period of 12 months

OR ☐ To attend, speak and vote in person on my/our behalf at the annual or special general meeting of the Owners Corporation to be held on: Insert date

OR ☐ To vote for me/us and on my/our behalf at the ballot having a closing date of: Insert date

OR ☐ I/We direct the proxy to vote in relation to the following resolutions or matters as follows:

**b.** ☐ To represent me/us on the committee of the Owners Corporation

MEMBER/S GIVING PROXY:

PRINT NAME/S: \_\_\_\_\_

SIGNATURE/S: \_\_\_\_\_

DATE: \_\_\_\_\_

## INFORMATION ABOUT PROXIES

THIS PAGE IS FOR INFORMATION ONLY AND NOT PART OF THE PRESCRIBED FORM.

- Lot Owners can appoint a trusted person as their representative at meetings, to vote in ballots or represent them on the committee. This person is your “proxy”.
- If lot Ownership is in joint proprietorship and it is the intention of only one proprietor to attend the meeting, the joint proprietors will both need to sign a proxy form in favour of that proprietor or any other person whom they care to nominate to attend the meeting on their behalf.
- If the lot owner is a company, a proxy form must be completed by the company director authorising a company representative to represent the lot at the Annual General Meeting.
- To authorise a proxy, you must use the prescribed form and deliver it to the Owners Corporation secretary.
- If appointing a Power of Attorney as a proxy, you should attach a copy of the Power of Attorney.
- Proxies automatically lapse 12 months after the form is delivered to the secretary, unless an earlier date is specified.
- Proxies must act honestly and in good faith and exercise due care and diligence.
- Proxies cannot transfer the proxy to another person.
- A Lot Owner can revoke the authorisation at any time and choose to vote on a certain issue or attend a meeting.
- It is illegal for someone to coerce a Lot Owner into making another person their proxy.
- Owners Corporations must keep the copy of the Proxy authorisation for 12 months.