

**PROXY AND COMPANY NOMINEE APPOINTMENT FORM**

**PROXY APPOINTMENT FORM  
Strata Schemes Management Act 1996**

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

the Owners of Lot ..... 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:

\* No. of Meetings [ ]/\* Period..... [Months]/ \* 12 Months or 2 consecutive General Meetings  
**\*Tick and complete which one applies**

(Note: The appointment cannot have effect for more than 12 months or 2 consecutive Annual General Meetings, whichever is greater. If no section is made by the person giving the proxy, the proxy is effective only for one meeting.)

- \*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 9	YES/NO (Please circle)
MOTION 2	YES/NO (Please circle)	MOTION10	YES/NO (Please circle)
MOTION 3	YES/NO (Please circle)	MOTION 11	YES/NO (Please circle)
MOTION 4	YES/NO (Please circle)	MOTION 12	YES/NO (Please circle)
MOTION 5	YES/NO (Please circle)	MOTION 13	YES/NO (Please circle)
MOTION 6	YES/NO (Please circle)	MOTION 14	YES/NO (Please circle)
MOTION 7	YES/NO (Please circle)	MOTION 15	YES/NO (Please circle)
MOTION 8	YES/NO (Please circle)	MOTION 16	YES/NO (Please circle)

\*3.If a vote is taken on whether .....(the Strata Managing Agent) should be appointed or remain in office or whether another managing agent is to be appointed, 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 Owner/s .....  
**(Signatures of all owners recorded on the Strata Roll required to be validated)**

Signature of Proxy Holder .....

**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 is given to the secretary of the owners corporation at or before the first meeting in relation to which it is to operate and it contains the date on which it was made.
- 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.

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**COMPANY NOMINEE FORM**

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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 its owner of Lots.....In Strata Scheme No. \_\_\_\_\_

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

THE COMMON SEAL OF .....  
Was hereunto affixed by authority of its Board of Directors In the presence of:-

\_\_\_\_\_  
Secretary (Print Name/Sign)

\_\_\_\_\_  
Director (Print Name/Sign)