**Proxy Form**

Your name:…...…………………………………………………..

Your address: ……………………………………………………

**Important:** Before completing the form, please read the notes below and overleaf.

I, being a Member of the Charity, appoint the Chair Roy Smith of the meeting OR the following person: ………………………………. **(name of your proxy) [please delete as necessary]** as my proxy to exercise all or any of my rights to attend, speak and vote on my behalf at the Annual General Meeting of the Charity to be held in Kingston Quaker Centre, Fairfield East, KT1 2PT on Tuesday 11th June 2024 and at any adjourned meeting.

I direct my proxy to vote on the following resolutions as I have indicated by marking the appropriate box with an ‘X’. If no indication is given, my proxy will vote or abstain from voting at his or her discretion and I authorise my proxy to vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is properly put before the meeting.

|  |  |  |  |
| --- | --- | --- | --- |
| **Ordinary Resolutions** | **For** | **Against** | **Abstain** |
| To approve the minutes from the last AGM held on 06th June 2023 |  |  |  |
| To approve the trustees’ report |  |  |  |
| To approve the accounts 31 Oct 2023 |  |  |  |
| To appoint Varun Yadav as the new Treasurer |  |  |  |
| To appoint Joanna Turnbull as the Secretary |  |  |  |
| To appoint Alan Turnbull as a new Trustee |  |  |  |
| To select an Independent Examiner of the Charity and to authorise the Board to fix their remuneration |  |  |  |

**Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Notes to the proxy form**

1. As a Member of the Charity, you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at a general meeting of the Charity.
2. Appointment of a proxy does not preclude you from attending the meeting and voting in person. If you have appointed a proxy and attend the meeting in person, your proxy appointment will automatically be cancelled.
3. A proxy does not need to be a Member of the Charity but must attend the meeting to represent you. To appoint as your proxy a person other than the Chair of the meeting, insert their full name on the form. If you sign and return this proxy form with no name inserted in the box, the Chair of the meeting will be deemed to be your proxy. Where you appoint as your proxy someone other than the Chair, you are responsible for ensuring that they attend the meeting and are aware of your voting intentions. If you wish your proxy to speak on your behalf, you will need to appoint someone other than the Chair and give them the relevant instructions directly.
4. To direct your proxy how to vote on the resolutions mark the appropriate box with an ‘X’. If no voting indication is given, your proxy will vote or abstain from voting at his or her discretion. Your proxy will vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the meeting.
5. To appoint a proxy using this form, the form must be received by the Charity no later than **12 noon on 28th May 2024** using one of the following options:
6. Completed and signed, sent or delivered to the Company Secretary, KAB, Kingston Quaker Centre, Fairfield East, Kingston, KT1 2PT to be received by the Charity no later than **12 noon on 28th May 2024**.

You should keep a copy for your records and give a copy to your proxy **OR**

1. Complete, Email to kab@kingstonassociationforblind.org

If you email the form, just type your name in the signature box **OR**

1. Phone the office on 020 8605 0060, our staff can help you complete the form for you over the phone.