Please complete this form in BLOCK CAPITALS if you cannot attend and vote in person at the SPACES Annual General Meeting to be held on Thursday 1st October 2020

I ................................................................................................................................................... [FULL NAME(s)]

Of ........................................................................................................................... [COMPANY/ORGANISATION]

Of ………………………………………...................................................................................................... [FULL ADDRESS]

………………………………............................................................................................. [POST CODE] ...........................

Being a member of SPACES, duly appoint, [Please indicate a or b]

a [Andrew Rowe] the Chair of the meeting

or

b ..................................................................................................................................................... [FULL NAME]

Of ........................................................................................................................... [COMPANY/ORGANISATION]

Of ………………………………………...................................................................................................... [FULL ADDRESS]

………………………………............................................................................................. [POST CODE] ...........................

To act as my proxy at the Annual General Meeting to be held on Thursday 1st October 2020 and any adjournment thereof and to vote on my behalf as indicated below in respect of the resolutions (or, failing his or her attendance at the meeting, the Chair of the Meeting).

|  |  |  |  |
| --- | --- | --- | --- |
| **To elect roles on the Board** | **For** | **Against** | **Abstain** |
| Director of Finance (2 year term) – to be elected at the AGM |  |  |  |
| Advisor: Membership – North (2 year term) – to be elected at the AGM |  |  |  |
| Advisor: Membership – South (2 year term) – to be elected at the AGM |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **For** | **Against** | **Abstain** |
| [Minutes of 2019 AGM](https://thespaces.org.uk/wp-content/uploads/2019/11/SPACES-Minutes-AGM-3rd-October-2019-v1.pdf) |  |  |  |
| [Approval of 2019-20 Accounts](https://thespaces.org.uk/wp-content/uploads/2020/09/WM4274-Limited-company-accounts-20.1-LTD-LC-20200908.pdf) |  |  |  |

You need not indicate how your proxy should vote if you are content to leave it to his or her discretion. For example leaving the above completely blank would give your proxy (Chair of the meeting or other) power to vote as he or she sees fit after hearing any discussion at the AGM.

Signature ......................................................................... Dated ................................................

This form must be either posted to Fiona Fanning, Executive Director, SPACES 1 Merlin Clove, Winkfield Row, Bracknell, Berkshire. RG42 7TD by Tuesday 29th September 2020, or emailed to Manager@TheSPACES.org.uk by 4.00pm on Wednesday 30th September 2020.

**Notes:**

1. Any building professional e.g. architect, engineer, surveyor, etc. working in or for public sector can be member of SPACES. A member is entitled to a vote at the AGM, EGM or any other meeting of the Society.
2. Any previous member of SPACES or one its former constituent societies, who has retired and is no longer in professional employment shall be a retired member. Retired members will not have voting rights.
3. Any past president of SPACES, after they have retired from professional work or existing honorary members of former constituent societies of SPACES shall be Honorary Members. Honorary members will not have voting rights.
4. Any nominated named member(s) of staff of companies, Local Authorities and other Agencies will be Company/Organisational Members. Company/Organisational nominated members are entitled to a vote at the AGM, EGM or any other meeting of the Society.
5. All members who have paid their subscriptions or who have registered at a ‘Government or Public Sector Member’ by Friday 14th August 2020 (45 days before the AGM) are entitled to vote.