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 7th October 2021.

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 [Jackie Lowe] 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 7th October 2021 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 Scrutiny (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 |  |  |  |
| Advisor: Technical (2 year term) – to be elected at the AGM |  |  |  |
| Advisor: Events Coordinator – Study Day (2 year term) – to be elected at the AGM |  |  |  |
| Advisor: Events Coordinator – Yearbook and Awards (2 year term) – to be elected at the AGM |  |  |  |
| Advisor: Zero Carbon Co-ordinator(2 year term) – to be elected at the AGM |  |  |  |
| Advisor: Marketing and Communication (2 year term) – to be elected at the AGM |  |  |  |

|  |  |  |  |
| --- | --- | --- | --- |
|  | **For** | **Against** | **Abstain** |
| Minutes of the AGM 2020 |  |  |  |
| Approval of the 2020/21 Accounts |  |  |  |

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 5th October 2021, or emailed to Manager@TheSPACES.org.uk by 4.00pm on Wednesday 6th October 2021.

**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 as a ‘Government or Public Sector Member’ by Friday 20th August 2021 (45 days before the AGM) are entitled to vote.