



## WA Occupational Therapy Association Proxy Votes

The agenda items to be discussed at the AGM on 12th June 2024 can be requested via email [info@waota.com.au](mailto:info@waota.com.au) or phone the WAOTA office on 9388 1490.

Each full member, who is unable to attend the AGM, is entitled to appoint another full member as the former's proxy by giving notice no later than twenty-four hours before the time of the meeting.

### Instructions for providing such notice

1. Print off the Proxy Form to complete.
2. Print your name and address, so that your full membership of WAOTA can be confirmed.
3. Print the name and address of the member who will be attending the AGM who you wish to appoint as your proxy.
4. In case this member is, at the last minute unable to attend, you may nominate a second full member, by printing their name and address.
5. Strike through "*the chairperson*" if you have appointed a specific member as above.
6. If you wish to give specific instructions on how to vote on each agenda item, ie either in favour or against, write these on the form in the table provided.
7. Or, by ***not*** completing the table on the form will enable your appointed proxy to vote for you as they see 'best', based on the discussions at the meeting.
8. Sign and date the form and post or email. Forms may be presented prior to commencement of the AGM or must be received by the WAOTA office via email or post **no later than 24 hours prior to the time appointed for holding the meeting.**