**A blue oval with letters in it

Description automatically generated**

**NSA Proxy Form**

*To be completed by NSA members unable to attend an NSA meeting where they are eligible to vote. Please read the explanatory notes before completing this form.*

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| --- | --- | --- | --- |
| **Name of meeting** | |  | |
| **Date and time of meeting** | |  | |
| **Location of meeting** | |  | |
| **Name of member** | |  | |
| **Membership number** | |  | |
| **Address of member** *(This is not required if a membership number is given above)* | |  | |
| **I, being a member of the National Sheep Association, appoint a proxy to attend, speak and vote on my behalf** | *Select one option* | |
|  | the Chair of the meeting |
|  | the following individual  ………………………………………………………………………………… |

If resolutions are listed in the table below, I direct my proxy to vote on the following resolutions as indicated by marking the appropriate box below with an X. If resolutions are listed but no indication is given, my proxy will vote or abstain from voting at their discretion, and I authorise my proxy to vote or abstain from voting as they think fit in relation to any other matter that is properly put before the meeting.

|  |  |  |
| --- | --- | --- |
| **Resolution to be voted on** | **For** | **Against** |
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|  |  |  |
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|  |  |
| --- | --- |
| **Signature** | **Date** |

**Notes to the proxy form for full members**

1. You can only appoint a proxy using this form and the procedures set out in these notes.
2. All documents relating to resolutions to be voted on are available for inspection at [www.nationalsheep.org.uk/events](http://www.nationalsheep.org.uk/events) or by calling 01684 892661.
3. 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 terminated.
4. A proxy does not need to be an NSA member 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 in the box. 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 they attend the meeting and are aware of your voting intentions.
5. To appoint a proxy, this form must be completed, signed and returned to NSA no later than 11am four working days before the date of the meeting. For example, if the meeting is on a Tuesday (regardless of the time), the form must be received by NSA by 11am the previous Thursday. Email the form to [enquiries@nationalsheep.org.uk](mailto:enquiries@nationalsheep.org.uk) or post it to NSA, The Sheep Centre, Malvern, Worcestershire, WR13 6PH.
6. Full members of NSA should be a named individual. If your membership is in the name of a business, partnership or other alternative it should be changed to a named individual with NSA Head Office. If this has not been done before the meeting, the Chair of the meeting reserves the right to request such evidence as he deems fit to validate the election of a representative to complete the proxy form.
7. If you hold a joint membership with NSA, either named individual on the subscription can complete this form. As joint members only hold one vote between them, they can vote once in person at the meeting or complete one proxy form.
8. Any power of attorney or any other authority under which this proxy form is signed (or a duly certified copy of such power or authority) must be included with the proxy form.
9. If you submit more than one valid proxy appointment, the appointment received last before the latest time for the receipt of proxies will take precedence.

**Notes to the proxy form for Breed Society members**

1. If an NSA-affiliated breed society has no one available to attend this meeting to represent the society and hold the breed society vote, this proxy form can be used in the same way as it can for an individual member. Insert the breed society name where the form asks for “Name of member” and leave the membership number blank. The form must be signed by the breed society secretary (or whoever NSA has on its database as the main breed society contact) and returned via the same route and by the same deadline as above.