

IMPORTANT NOTICE

IMPORTANT NOTICE: IF YOU CAN NOT ATTEND THIS MEETING, PLEASE COMPLETE THIS PROXY FORM AND HAND IT TO ONE OF THE OTHER OWNERS GOING TO THE MEETING, ONE OF YOUR FRIENDS (WHO CAN ATTEND THE MEETING) OR ONE OF THE EXECUTIVE COMMITTEE OR POST OR FAX IT TO: STRATA PARTNERS P.O.BOX 3046, WILLOUGHBY NORTH 2068 OR FAX IT TO 9417 7196

Strata Schemes Management Act 1996

Date

I/We

the owners of lotin Strata Plan No:.....

appoint

of
as my/our proxy for the purposes of meetings of the owners corporation (including adjournments of meetings).

Period or number of meetings for which appointment of proxy has effect
..... *1 meeting/* meetings/
1 month/ months/*12 months or 2 consecutive Annual General Meetings

**Tick or tick and complete whichever applies
(Note. The appointment cannot have effect for more than 12 months or 2 consecutive annual general meetings, whichever is the greater.*

*1 This form authorises the proxy to vote on my/our behalf on all matters.

OR

*2 This form authorises the proxy to vote on my/our behalf on the following matters only:

.....
.....
.....

[Specify the matters and any limitations on the manner in which you want the proxy to vote.]

**Delete paragraph 1 or 2, whichever does not apply.*

*3 If a vote is taken on whether
(the strata managing agent) should be appointed or remain in office or whether
another managing agent is to be appointed, I/we want the proxy to vote as follows:

.....
.....
.....

**Delete paragraph 3 if proxy is not authorised to vote on this matter. For examples, read note 1 below.*

Signature of owner/s

Notes

1. A proxy is not authorised to vote on a matter:
 - a) if the person who appointed the proxy is present at the relevant meeting and personally votes on the matter, or
 - b) so as to confer a pecuniary or other material benefit on the proxy, if the proxy is a strata managing agent, caretaker or on-site residential property manager.
 2. This form is ineffective unless it contains the date on which it was made and it given to the secretary of the Owners Corporation at least 24 hours before the first meeting in relation to which it is to operate (in the case of a large Strata Scheme) or at or before the first meeting in relation to which it is to operate (in any other case).
 3. This form will be revoked by a later proxy appointment form delivered to the Secretary of the Owners Corporation in the manner described in the preceding paragraph.
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VOTING INSTRUCTIONS FOR A GENERAL MEETING

You may exercise your voting rights at the meeting in person or by proxy. If you are a corporation your voting rights may only be exercised by your company nominee in person or by your nominee's proxy. A proxy must be provided on the prescribed form attached hereto.

You or your company nominee cannot vote at the meeting on a motion for an ordinary or special resolution unless the following amounts have been paid before the meeting:

- all contributions levied by the Owners Corporation that are payable at the date of this notice; and
- any other money that is recoverable by the Owners Corporation from you at the date of this notice.

If you are an Owner you cannot vote at the meeting if a vote is cast by:

- the mortgagee shown on the strata roll for your lot;
- the covenant chargee shown on the strata roll for your lot; or
- in the case of multiple mortgagees or covenant charges – the priority mortgagee or chargee shown on the strata roll for your lot.

Quorum

1. A motion submitted at a General Meeting of a Strata Scheme must not be considered, and an election must not be held, unless there is a quorum present to consider and vote on the motion or on the election.
2. There is a quorum for considering and voting on such a motion or at such an election only if:
 - a) at least one quarter of the number of persons entitled to vote on the motion or at the election is present, either personally or by duly appointed proxy; or
 - b) at least one quarter of the aggregate unit entitlement of the Strata Scheme is represented by the persons who are present and entitled to vote on the motion or at the election, either personally or by duly appointed proxy.