



## **Field Hockey BC Virtual Special (Extraordinary) General Meeting – May 17, 2023**

### **Voting Protocol – Registration and Form Submission**

Dear Field Hockey BC Members

Ahead of the scheduled virtual Special (Extraordinary) General Meeting on the evening of May 17, 2023 (6.30pm PST), FHBC is sending out this communique to advise as to **VOTING PROTOCOL** ahead of this General Meeting.

For those Members wishing to attend and carry an individual vote or carry permissible proxy votes at the Special (Extraordinary) General Meeting, the following deadline has been set for the submission of an appropriate form or forms:

- ❖ **Deadline for Submission of Proxy Forms to FHBC: May 11, 2023**
- ❖ **Deadline to Register as an Individual Voter: May 16, 2023**

### **Submission of PROXY VOTING FORMS**

FHBC has posted **TWO** forms associated with voting via Proxy at the 2023 FHBC Special (Extraordinary) General Meeting :

1. The first form is a **PROXY FORM LIST** that a proxy holder is responsible for completion and submission to FHBC by the deadline of May 11, 2023.
2. The second form is a **PROXY VERIFICATION FORM/SUBMISSION** that requires a member signature confirming the identity of the proxy holder who will carry their vote at the 2023 FHBC Special (Extraordinary) General Meeting.

The Proxy Holder is responsible for the **SINGLE (all at one time) SUBMISSION** of **BOTH** the **PROXY FORM LIST** and the **SIGNED PROXY VERIFICATION(S)** to FHBC by the deadline date of May 11, 2023.

For **SIGNED PROXY VERIFICATION(S)**, members can utilize the posted **PROXY VERIFICATION FORM** and return this to the Proxy Holder, OR members may submit the following standardized information to the Proxy Holder by other means (for example as a photo file):

- Title: 2023 FHBC Special (Extraordinary) General Meeting
- Member Name:
- Member Membership #:
- Designation of Voting Right to Proxy Holder (Proxy Holder Name):
- Member Signature:

Both the **PROXY FORM LIST** Template and the **PROXY VERIFICATION FORM** Template can be accessed via the FHBC website from the FHBC General Meeting main page <https://fieldhockeybc.com/annual-general-meeting-agm/> or from in the General Meeting Documents section of the FHBC website [www.fieldhockeybc.com/documents/](http://www.fieldhockeybc.com/documents/) under the heading 2023 Special General Meeting.

**All PROXY VOTING Form submissions are to be returned to [info@fieldhockeybc.com](mailto:info@fieldhockeybc.com) by May 11, 2023**

**Submission of an INDIVIDUAL VOTER FORM (for those members NOT carrying votes via proxy)**

For members wishing to attend the 2023 FHBC Special (Extraordinary) General Meeting and vote as an individual, FHBC has created an **INDIVIDUAL VOTER FORM** that can be accessed from the FHBC website either at the FHBC AGM main page <https://fieldhockeybc.com/annual-general-meeting-agm/> , or from the General Meeting Documents section of the FHBC website [www.fieldhockeybc.com/documents/](http://www.fieldhockeybc.com/documents/) (under the heading 2023 Special General Meeting). **INDIVIDUAL VOTER FORM SUBMISSION** is required by a deadline date of May 16, 2023.

**All INDIVIDUAL VOTING Form submissions are to be returned to [info@fieldhockeybc.com](mailto:info@fieldhockeybc.com) by May 16, 2023**

**Uploading Voting Information in advance of the 2023 FHBC Special (Extraordinary) General Meeting**

Following receipt and processing of a Voting Form Submission, FHBC will upload all relevant detail into the voting software being utilized for the 2023 Virtual FHBC Special (Extraordinary) General Meeting and communicate thereafter to those carrying votes on how they can access the voting software and cast votes at the SGM.

In the meantime, please do not hesitate to reach out and contact us at [info@fieldhockeybc.com](mailto:info@fieldhockeybc.com) should you have any questions regarding the 2023 FHBC Special (Extraordinary) General Meeting.

Yours in sport,

**Mark Saunders**

Executive Director  
Field Hockey BC

April 26, 2023