

RETURNING YOUR PROXY TO COYLE & EVERETT

Please return your completed (signed and dated) proxy form in person, via email to admin@cere.com.au, by fax 02 9130 3368 or by post to COYLE / EVERETT PO Box 7044 Bondi Beach NSW 2026. Voting by proxy ensures meetings are not adjourned due to lack of quorum. Please take the time to vote and have your say in the management of your strata scheme.

OWNER AND PROXY DETAILS

Date	Strata Plan #	Strata Plan Address

I/we _____ the owner/s of _____
Name Lot/Unit #

appoint _____ of _____
Name lot/unit (if applicable)

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 (please tick box):

1 meeting
 _____ No. meetings
 1 months
 _____ No months
 12 months or 2 consecutive Annual General Meetings

Note: The appointment cannot have effect for more than 12 months or 2 consecutive annual general meetings, whichever is the greater. If no selection is made by the person giving the proxy, the proxy is effective for one meeting.

Authorities (please tick):

This form authorises the proxy to vote on my/our behalf on all matters.
 If a vote is taken on whether the strata managing agent should be appointed or remain in office, or whether another managing agent is appointed, I/we want the proxy to vote as follows:

Signature of owner/s	Signature of proxy

PLEASE TURN OVER FOR FURTHER INFORMATION

Proxy Appointment Form

Notes on Appointment of Proxies

1. This form is ineffective unless it contains the date on which it was made and it is 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).
2. 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.
3. This form is current from the day on which it is signed until the end of the period (if any) specified on the form or the first anniversary of that day or at the end of the second annual general meeting held after that day (whichever occurs first).
4. If a person holds more than the total number of proxies permissible, the person cannot vote using any additional proxies. The total number of proxies that may be held by a person (other than proxies held by the person as the co-owner of a lot) voting on a resolution are as follows:
 - (a) if the strata scheme has 20 lots or less, one,
 - (b) if the strata scheme has more than 20 lots, a number that is equal to not more than 5% of the total number of lots.
5. A provision of a contract for the sale of a lot in a strata scheme, or of any ancillary or related contract or arrangement, is void and unenforceable to the extent that it:
 - (a) requires the purchaser of a lot, or any other person, to cast a vote at a meeting of the owners corporation at the direction of another person, or
 - (b) requires the purchaser to give a proxy at the direction of another person for the purpose of voting at a meeting of the owners corporation (that is a person cannot rely on any such proxy to cast a vote as a proxy).

Notes on Rights of Proxies to Vote

1. A duly appointed proxy:
 - (a) may vote on a show of hands (or by any other means approved by a general resolution at a meeting of the owners corporation), subject to any limitation in this form, or may demand a poll, and
 - (b) may vote in the person's own right if entitled to vote otherwise than as a proxy, and
 - (c) if appointed as a proxy for more than one person, may vote separately as a proxy in each case.
2. 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, building manager or on-site residential property manager, or
 - (c) if the right to vote on any such matter is limited by this form.

CORPORATE AUTHORISATION

(Only complete this section if your lot is in the name of a company or superannuation fund)

To: The Secretary
The Owners - Strata Plan _____ at _____
STRATA PLAN # STRATA PLAN ADDRESS

TAKE NOTICE, that pursuant to the Strata Schemes Management Act 2015, that

_____, or in their absence, _____
COMPANY/SUPERANNUATION FUND NOMINEE COMPANY/SUPERANNUATION FUND NOMINEE

or in the absence of both of them, the CHAIRPERSON as its company nominee with respect to **ALL** lot(s)

owned by _____ in Strata Plan _____
COMPANY/SUPERANNUATION FUND NAME STRATA PLAN #

Dated on _____
DATED SIGNED

Signed by _____ (A.C.N. _____) by authority pursuant to Section 127 of the
COMPANY/SUPERANNUATION NAME

Corporation Law.

Secretary

Director