

1. The President and Secretary shall set out the agenda for general meetings. A copy of the proxy form and any special resolutions or rule book changes being presented shall be attached to the agenda.
2. It shall be posted on the web site, included in the written communication vehicle and e-mailed to all members in good standing who have provided their e-mail address a minimum of thirty (30) days prior to an Annual or Special General Meeting. Other members may request a hard copy be mailed or faxed to them by contacting either the President or Secretary.
3. One half hour prior to the commencement of the meeting the Secretary and Membership Secretary or their designates shall open the registration table and accept proxies for verification. Members in good standing bringing properly completed proxies shall receive a voting card that indicates the number of votes and if they are restricted in any way.
4. Proxy votes will be counted as if the proxy giver were present for all special resolutions, rule book changes and elections.

BRITISH COLUMBIA QUARTER HORSE ASSOCIATION  
PROXY FORM  
ANNUAL GENERAL MEETING (SPECIAL GENERAL MEETING)  
\_\_\_\_\_ (Date of Meeting)

I, \_\_\_\_\_ the undersigned and an eligible BCQHA member give my proxy vote to \_\_\_\_\_ who is also a BCQHA member to:

- a. vote as they see fit on all special resolutions, rule book changes and elections
- b. vote on the following items as indicated - (use other side if more space required)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

Phone number:

All proxies must be presented to the secretary before the start of the meeting time so they can be counted and registered.

Proxies may also be mailed to the BCQHA Secretary at \_\_\_\_\_ who will vote them according to the wishes specified.