FORM OF PROXY

For use at the ANNUAL GENERAL MEETING (AGM) of CIOL (Chartered Institute of Linguists) to be held on Saturday 10 March 2018 at Queen Elizabeth II Centre, Broad Sanctuary, Westminster, London SW1P 3EE commencing at 9.15am, or at any adjournment of that Meeting.

I (full name)……………………………………………………………………………………………………………………………………………………

of (current address)……………………………………………………………………….………………..…………………………………………….

a duly registered voting member (Associate, Member or Fellow) of CIOL hereby appoint:

Name: …………………………………..………………… of address: …………………………………………………………………………………

and failing him or her,

Name: …………………………………….………………. of address: …………………………………………………………………………………

to attend, speak and vote for me and on my behalf at the Annual General Meeting of CIOL to be held on Saturday 10 March 2018, and at every adjournment thereof.

*[Note:* ***The person nominated must be a duly registered voting member – that is an Associate, Member or Fellow.*** *A nomination for “the Chair” will be deemed to be for the Chair of the AGM.]*

I nominate the above-named member(s) to vote (or abstain from voting) for or against Resolutions in the following manner:

|  |  |  |
| --- | --- | --- |
| **RESOLUTIONS** | **FOR** | **AGAINST** |
| **ORDINARY BUSINESS** |  |  |
| 1. To confirm the minutes of the Annual General Meeting held on 25 March 2017. (Minutes are available from www.ciol.org.uk and will also be available at the Meeting). |  |  |
| 1. To re-appoint Haines Watts as auditors and authorise the Council to fix their remuneration. |  |  |
| 3. To consider, and if thought fit, to pass the following Ordinary Resolution:  ORDINARY RESOLUTION 1:  That, except as otherwise provided in the Rules, the subscription payment by members of CIOL in each of the following grades of membership in respect of the twelve months commencing on 1 September 2018 and each twelve months thereafter until determined by members at a General Meeting should be:    Rates (£)    Online (including Direct Debits) Offline/Card/Cheques  Fellow 155 165  Member 129 139  Associate 117 127  Career Affiliate 85 87  IoLET Affiliate 25 25  Student Affiliate 0 0  Concessionary rate: 50% of the applicable full rate. |  |  |
| 1. To consider, and if thought fit, to pass the following Special Resolution:   SPECIAL RESOLUTION 1:  That the Rules of CIOL be amended. (The Schedule of amendments is available in advance of the Meeting from [www.ciol.org.uk](http://www.ciol.org.uk) together with a full version containing the proposed amendments. Both documents will also be available at the Meeting). |  |  |

Or, in the absence of a stated choice, to use his or her discretion to cast my vote.

Date: ………………………………2018.

Signed………………………….…………..

Please return this Form of Proxy, duly completed and signed, to CIOL, marked for the attention of the Head of Membership, 4th Floor, Dunstan House, 14a St Cross Street, London EC1N 8XA so as to be received not less than 48 hours before the time of the Annual General Meeting, or any adjournment of the General Meeting or by email to jane.galbraith@ciol.org.uk.

**Notes to the Form of Proxy**

1. As a duly registered voting member (Associate, Member or Fellow) of CIOL you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at a general meeting of CIOL. You can only appoint a proxy using the procedures set out in these notes.

2. 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.

3. 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. To appoint a person other than the Chair of the meeting as your proxy, insert their full name above. Where you appoint someone other than the Chair as your proxy, you are responsible for ensuring that they are aware of your voting intentions.

4. To direct your proxy how to vote on the resolutions mark the appropriate box with an "X". If no voting indication is given, your proxy will vote or abstain from voting at his or her discretion. Your proxy will vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the meeting.