

Company No. 03073284

Charity No. 1048701

THE COMPANIES ACT 2006
COMPANY LIMITED BY GUARANTEE
WALTHAM FOREST COMMUNITY TRANSPORT LIMITED (the “Company”)
EXTRAORDINARY GENERAL MEETING
PROXY FORM

Name:

Organisation:

Address:

.....Post code:

Before completing this form, please read the explanatory notes below.

The organisation being a member of the Company appoint the Chairperson of the meeting or (see note 3)

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as my proxy to attend, speak and vote on my behalf at the Extraordinary General Meeting of the Company to be held on 31st March 2022 at 12 noon and at any adjournment of the meeting.

I direct my proxy to vote on the following resolutions as I have indicated by marking the appropriate box with an 'X'. If no indication is given, my proxy will vote or abstain from voting at his or her discretion and I authorise my proxy to vote (or abstain from voting) as he or she thinks fit in relation to any other matter which is put before the meeting.

| SPECIAL RESOLUTION | For | Against |
|---|-----|---------|
| <i>That the draft articles of association [enclosed with the notice of the general meeting/published on www.communitytransportwf.co.uk be adopted as the articles of association of the Company in substitution for, and to the exclusion of, the existing articles of association.</i> | | |

| Signature | Date |
|------------------|-------------|
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NOTES TO THE PROXY FORM

1. As a member of the Company 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 the Company. 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. A proxy does not need to be a member of the Company but must attend the meeting to represent you. To appoint as your proxy a person other than the Chairperson of the meeting, insert their full name in the box. If you sign and return this proxy form with no name inserted in the box, the Chairperson of the meeting will be deemed to be your proxy. Where you appoint as your proxy someone other than the Chairperson, you are responsible for ensuring that they attend the meeting and are aware of your voting intentions. If you wish your proxy to make any comments on your behalf, you will need to appoint someone other than the Chairperson and give them the relevant instructions directly.
4. To direct your proxy how to vote on the resolution 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.
5. To appoint a proxy using this form, the form must be:
 - Completed and signed;
 - Sent or delivered to the Company at CTWF 42 Argall Avenue, Leyton E10 7AS and
 - Received by the Company no later than 25 March 2022 5pm.
6. In the case of a member which is a company, this proxy form must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company.
7. Any power of attorney or any other authority under which this proxy form is signed (or a duly certified copy of such power or authority) must be included with the proxy form.
8. As an alternative to completing this hard-copy proxy form, you can appoint a proxy electronically by sending a scanned copy of the completed and signed form to Helen@ctwf.co.uk For an electronic proxy appointment to be valid, your appointment must be received by the Company no later than 18 March 2022 at 5pm.
9. If you submit more than one valid proxy appointment, the appointment received last before the latest time for the receipt of proxies will take precedence.

In order to revoke a proxy instruction you will need to inform the Company using one of the following methods:

- By sending a signed hard copy notice clearly stating your intention to revoke your proxy appointment to CTWF 42 Argall Avenue, Leyton, E10 7AS. In the case of a member which is a company, the revocation notice must be executed under its common seal or signed on its behalf by an officer of the company or an attorney for the company. Any power of attorney or any other authority under which the revocation notice is signed (or a duly certified copy of such power or authority) must be included with the revocation notice.
- By sending an e-mail to Helen@ctwf.co.uk clearly stating your intention to revoke the proxy appointment.

In either case, the revocation notice must be received by the Company no later than 28th March 2022

If you attempt to revoke your proxy appointment but the revocation is received after the time specified then, subject to the paragraph directly below, your proxy appointment will remain valid.

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.

10. You may not use any electronic address provided in this proxy form to communicate with the Company for any purposes other than those expressly stated.