

# United Kingdom Chinese Table Tennis Association

全英華人乒乓球總會

## NOMINATION FORM FOR NATIONAL COMMITTEE POSITIONS

(President, Vice President, Chair, Treasurer, Secretary, Development Director, Event Manager, Media & Public Relation Director, Finance Director and Committee Member)

### ANNUAL GENERAL MEETING 2009

Position .....

Full Name of Nominee .....

Address .....

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E mail..... Telephone No .....

Brief Background Details and Current Interests of Nominee (not more than 100 words)

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#### Declaration and Consent of Nominee

I declare that I am not by means of bankruptcy or any other reason disqualified from being a director of a company. I agree to being nominated for the above position. If I am not elected to the specific post for which I have been nominated I DO/DO NOT\* wish my name to be carried forward for nomination as a member of the Committee.

\*delete as appropriate

Signature ..... Date .....

**Name of Proposer**

**Name of Seconder**

(Print)..... (Print).....

Signature ..... Signature .....

Date..... Date .....

So that details of all candidates can be put up on our website, the completed form **MUST** be returned **BEFORE 31<sup>th</sup> AUGUST AT THE LATEST** to: Perry Fung: 141 BLAKE AVE, BARKING, ESSEX, IG11 9SA, and also a copy to [info@ukctta.org](mailto:info@ukctta.org).

## Regulations

1. The July news of UKCTTA shall contain a notice inviting nominations for the posts of Chair, General Secretary, Treasurer, Development Director, and other committee members by the due date (as laid down in the Constitution), stating that nomination forms are available from the General Secretary, or online at UKCTTA website.
2. Completed nomination forms, must be signed by the proposer, seconded and candidate, may include a personal statement or election address of not more than 100 words, and must be received by the General Secretary by the due date.
3. In the event of there being more than one candidate for any of the posts (Chair, General Secretary, Treasurer, Development Director Etc.) proxy forms will be circulated to all Members. Any proxy forms not returned to the General Secretary by the due date are invalid.
4. All forms nominating a proxy shall be returned to the General Secretary (or any other bona fide Member appointed for the purpose) not less than 14 days before the date of the Annual General Meeting. The forms should name either the General Secretary or another Member who must attend the AGM. If (as is normal) the proxy is the General Secretary, the form must include clear instructions as to how the proxy is to vote on the member's behalf. If an alternative proxy is nominated, the member may instruct the proxy separately as to how he/she should vote on behalf of the member but, if so, the General Secretary must be advised accordingly. The General Secretary may take steps to verify the authenticity of any proxy nomination if there is any reason for doubt.
5. The General Secretary shall prepare a list of the Members from whom proxy forms have been received and bring it to the AGM. The General Secretary shall use that list when ballot forms are issued to Members as they arrive at the venue and again when Members enter the AGM Meeting Room. On both occasions Members will be asked to indicate whether they have already voted by proxy and, if so, whether (a) they wish the proxy vote to stand, in which case they will not be given a ballot form for use in the meeting, OR (b) they wish to alter their vote, in which case their name will be deleted from the list of Members from whom proxy votes have been received, their proxy form will be destroyed and they will be given a ballot form for use in the meeting.
6. The meeting will then be asked to approve the appointment of two Tellers, usually, but not necessarily, proposed from the Chair. No candidates, or their proposers and seconders, or current members of the UKCTTA Committee, shall be eligible for appointment as Tellers.
7. Ballot forms will be collected from those present by the Tellers to whom the General Secretary will give the list of proxy forms received and the proxy forms.
8. The Tellers will then retire to count the votes cast for each candidate both by proxy and by those voting in person. Other business of the AGM, unrelated to the election, may continue during the counting of votes.
9. On their return to the meeting, the Tellers will supply to the General Secretary a list of the names of those elected which will be introduced at the meeting.