



Notes and Useful Information – CICM Branch AGMs

NOTICE IS HEREBY GIVEN that the ANNUAL GENERAL MEETINGS of the CHARTERED INSTITUTE OF CREDIT MANAGEMENT Branches will be held between 1 January 2024 and 31 March 2024.

NOTES

Only Fellows (FCICM) and Members (MCICM/MCICM(Grad)) of the Institute are entitled to vote at the Branch AGM.

Appointment of proxies

As a member of the Institute, you are entitled to appoint a proxy to exercise all or any of your rights to attend, speak and vote at the Meeting and a proxy form is included below. You can only appoint a proxy using the procedures set out in these notes and the notes to the proxy form.

A proxy needs to be a Fellow or Member of the Institute and must attend the Meeting to represent you.

You may not appoint more than one proxy.

Appointment of proxy using hard copy proxy form

To appoint a proxy using the proxy form, the form must be:

- completed and signed;
- emailed to governance@cicm.com at Chartered Institute of Credit Management
- received by the Chartered Institute of Credit Management no later than 13:00 on the day before the Branch AGM

Any power of attorney or any other authority under which the proxy form is signed (or a duly certified copy of such power or authority) must be included with the proxy form.

Communication

If you have any questions regarding proxy arrangements, have general queries about the Meeting, or would like to pose any questions in advance (to be addressed by the Branch Chair at the meeting), these should be addressed to the Governance Team at CICM, 1 Accent Park, Bakewell Road, Orton Southgate, Peterborough, PE2 6XS or via email at governance@cicm.com

PROXY FORM

CHARTERED INSTITUTE OF CREDIT MANAGEMENT

I (name)

of (address)

being a Member of the above Institute hereby appoint (name)

of (address),

as my proxy to vote for me and on my behalf at theBranch Annual General Meeting of the Institute and at any adjournment thereof:

Signed (Signature)

This the day of (2023/2024*) * please delete as appropriate

Notes to the proxy form

1. Appointment of a proxy does not preclude you from attending the meeting and voting. If you have appointed a proxy and attend the meeting, your proxy appointment will automatically be terminated.
2. A proxy needs to be a Fellow or Member of the Institute and must attend the meeting to represent you. You may not appoint more than one proxy.
3. If you submit more than one valid proxy form, the appointment received last before the latest time for the receipt of proxies will take precedence.