



THE INTERNATIONAL INSTITUTE FOR CONSERVATION OF HISTORIC AND ARTISTIC WORKS  
3, BIRDCAGEWALK · LONDON SW1H 9JJ · UK

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## ANNUAL GENERAL MEETING 2019

### POSTAL VOTE and PROXY FORM

Please complete only Section A (Postal Vote) OR Section B (Appointment of Proxy)

If you know how you wish your vote to be cast on each resolution it is recommended that you cast a postal vote using Section A included on this form

#### SECTION A: POSTAL VOTE

I, (Please print your name) .....

being a Fellow/Honorary Fellow/Individual Member (please delete as applicable) of the Institute for Conservation of Historic and Artistic Works wish to record a vote in advance as indicated below at the Annual General meeting of the Institute to be held on 28th January 2019 and at any adjournment thereof as follows:

- Please strike out any resolution on which you do not wish to vote
- Please indicate with an x in the boxes below how you wish your vote to be cast

#### Ordinary Resolutions:

- |  | For                      | Against                  |
|--|--------------------------|--------------------------|
| 1. To receive and consider the Reports of the Council and the Auditors and the Financial Statements for the year ended 30 June 2018          | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. To re-appoint Kingston Smith LLP as Auditors to The Institute and to authorise the Council to fix their remuneration for the ensuing year | <input type="checkbox"/> | <input type="checkbox"/> |

#### Special Resolution

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 3. To consider and if thought fit to pass a Special Resolution THAT the Articles of Association produced to the meeting and signed by the Chairman for the purposes of identification be approved and adopted as the new Articles of Association of the Company in substitution for, and to the exclusion of, the existing Articles of Association | <input type="checkbox"/> | <input type="checkbox"/> |
|--|--------------------------|--------------------------|

#### Council Member Votes:

- |  | For  |
|--|--|
| 4. Election as President of:<br>Julian Bickersteth   | <input type="checkbox"/>   |
| 5. Election as Vice-President of:<br>Austin Nevin<br>Sandra Smith  | <input type="checkbox"/><br><input type="checkbox"/>   |
| 6. Election as Secretary-General of:<br>Jane Henderson   | <input type="checkbox"/>   |
| 7. Election as Treasurer of:<br>Juergen Vervoort   | <input type="checkbox"/>   |
| 8. Election Director of Communications of:<br>Julian Bickersteth   | <input type="checkbox"/>   |
| 9. Election as ordinary Members of Council of:<br><i>Please only vote for a maximum of three candidates as ordinary Members of Council</i><br>Alice Tsang<br>Isobel Griffin<br>Adam Klupś<br>Satish Pandey | <input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| 10. Other Business   |  |

Signed: ..... Date:.....

Please return this completed form to IIC not later than 5.00 pm GMT on 24th January 2019

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The Institute is a company limited by guarantee registered in England & Wales (No. 481522), a learned society and a registered charity (No. 209677)

## SECTION B: APPOINTMENT OF PROXY

*In the absence of instructions, the person appointed proxy may vote or refrain from voting as he or she thinks fit on the specified resolutions and, unless instructed otherwise, the person appointed proxy may also vote or refrain from voting as he or she thinks fit on any other business (including amendments to resolutions) which may properly come before the meeting.*

I (Please print your name) .....

being a Fellow/Honorary Fellow/Individual Member (please delete as applicable) of the Institute for Conservation of Historic and Artistic Works wish to appoint a proxy for the purpose of the meeting to be held on 28th January 2019 and any adjournment thereof as follows:

**(i) Please delete as applicable:**

I appoint the individual Chairing the meeting as my proxy **OR** I appoint as my proxy: (name of proxy: please print name) .....

**(ii) Please delete as applicable:**

I appoint my proxy to speak and vote on my behalf but as my proxy sees fit; **OR** I appoint my proxy to vote on my behalf as follows:

- Please indicate with an x in the boxes below how you wish your vote to be cast
- Please strike out any resolution on which you do not wish to vote

**Ordinary Resolutions:**

For      Against

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 1. To receive and consider the Reports of the Council and the Auditors and the Financial Statements for the year ended 30 June 2018          | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. To re-appoint Kingston Smith LLP as Auditors to The Institute and to authorise the Council to fix their remuneration for the ensuing year | <input type="checkbox"/> | <input type="checkbox"/> |

**Special Resolution**

- |  |                          |                          |
|--|--------------------------|--------------------------|
| 3. To consider and if thought fit to pass a Special Resolution THAT the Articles of Association produced to the meeting and signed by the Chairman for the purposes of identification be approved and adopted as the new Articles of Association of the Company in substitution for, and to the exclusion of, the existing Articles of Association | <input type="checkbox"/> | <input type="checkbox"/> |
|--|--------------------------|--------------------------|

**Council Member Votes:**

For

- |   |  |  |
|---|--|--|
| 4. Election as President of:<br>Julian Bickersteth  |  | <input type="checkbox"/>   |
| 5. Election as Vice-President of:<br>Austin Nevin<br>Sandra Smith   |  | <input type="checkbox"/><br><input type="checkbox"/>   |
| 6. Election as Secretary-General of:<br>Jane Henderson  |  | <input type="checkbox"/>   |
| 7. Election as Treasurer of:<br>Juergen Vervoorst   |  | <input type="checkbox"/>   |
| 8. Election Director of Communications of:<br>Julian Bickersteth  |  | <input type="checkbox"/>   |
| 9. Election as ordinary Members of Council of:<br><i>Please only vote for a maximum of three candidates as ordinary Members of Council</i><br>Alice Tsang<br>Isobel Griffin<br>Adam Klupés<br>Satish Pandey |  | <input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/><br><input type="checkbox"/> |
| 10. Other Business  |  |  |

Signed: ..... Date:.....

Please return this completed form to IIC not later than 5.00 pm GMT on 24th January 2019