

DIRECTOR NOMINATION PACK

According to the rules of the Committee for Perth's Constitution, we are required to call for nominations for the position of five Elected Directors. Nominations are now open and close at 5:00pm on 27 September 2019. Should more nominations be received than positions vacant, an electronic ballot will be emailed to members to vote on the nominees, with voting scheduled to close at 5:00pm on 25 October 2019. The successful candidates will be appointed for a three-year term effective from the end of the Annual General Meeting on 14 November 2019.

Enclosed in this nomination pack are guidelines to nominating along with the forms requiring completion in order to submit a nomination.

All nominees must be a current officer of, employed by or otherwise retained by a Committee for Perth member organisation. That member must also have paid its membership dues in full.

Please note under the current Constitution if your organisation ceases to be a member of Committee for Perth, your nominee will also cease to be a director. Further, if your nominee does not maintain his or her relationship with you, he or she will be required to retire as a director at the next Annual General Meeting unless they join another Committee for Perth member and the Board approves of the continuation.

Please note the following important information and deadlines:

- Nominations should be made in writing on the enclosed nomination form.
- Nominations should include an explanation of the contribution the nominee would make to the Committee for Perth (limited to 150 words).
- The nomination form must be signed by a person with authority to bind the member organisation and is signed on behalf of the member organisation.
- The nominee must signify his or her willingness to accept the position by completing and signing the attached consent to act as a director (Annexure A).
- Biographical details of the nominee should also be included to facilitate any election process (Annexure B).
- Biographical details should also be emailed in word document format along with a high res headshot photograph to holly.fulker@committeeforperth.com.au.
- All nominations must be emailed to The Returning Officer at holly.fulker@committeeforperth.com.au and be received with associated paperwork by **5:00pm, Friday 27 September 2019**.

Nominations arriving after 5:00pm on 27 September 2019 will be considered ineligible.

Any enquiries should be directed to Holly Fulker as the Returning Officer at the Committee for Perth office on 9481 5699 or holly.fulker@committeeforperth.com.au.

Enclosed:

1. Notice of Intention to Nominate Candidate for Election as Director
2. Annexure A – Consent to act by nominee
3. Annexure B – Biographic details for nominee director for inclusion in election materials

Notice of intention to nominate candidate for election as director

Committee for Perth Limited
London House
Level 6, 216 St Georges Terrace
PERTH WA 6000
holly.fulker@committeeforperth.com.au

Dear Sir/Madam,

Please take notice that we, the undersigned member, nominate and propose for election to the board of Committee for Perth Limited ACN 118 292 792 (**Company**).

We confirm that _____ is an officer of, employed by, or otherwise retained by us, as required under the Company's constitution and we undertake to advise the Company should those circumstances change.

Attached as Annexure A is the written consent of _____ to act as a director of the Company and all information required to be disclosed under the Corporations Act 2001 (Cth). Also attached as Annexure B are particulars regarding _____ for inclusion in any relevant election materials.

Yours faithfully,

Signature

Name and capacity¹ (please print)

Name of Member Organisation (please print)

¹ Person signing must be capable of binding the member organisation eg a director or secretary of a company, a partner of a partnership or a trustee of a unit trust or other trust conducting the business.

Annexure A – Consent to act by nominee

To: The Directors
Committee for Perth Limited ACN 118 292 792 (**Company**)

I consent to my appointment as a director of the Company.

I disclose the following information for the purposes of the Corporations Act 2001:

1. Personal details (section 205C)

Present given and family names:

Address:

Date and place of birth:

All former given and family names:

2. Standing notice about interests (section 192)

I give standing notice that I have an interest in the following matters that relate to the affairs of the Company. I also set out below details of the nature and extent of my interest:

- (a) **The interests that I have in contracts or proposed contracts with the Company are:**

- (b) **I am an officer or member of the following corporations and firms and must be regarded as interested in any contract with these corporations or firms. I have also set out the nature and extent of my interest:**

- (c) **The offices and property that I hold where duties or interests might be created in conflict with my duties or interests as a director of the Company, and the nature, character and extent of the conflict, are:**

- (d) **Details of the nature and extent of interests in matters that relate to the affairs of the Company not disclosed above are as follows:**

3. Notification of change in personal details

I agree to notify the Company of any change in my personal details within 7 days after the change.

Signature: _____ Date: _____

Annexure B

Biographic details for nominee director for inclusion in election materials (150 Words)

Include a statement about the contribution you would make as a director (150 Words)

Note: Please complete this document in Word format and email to Holly Fulker at holly.fulker@committeeforperth.com.au