

Instructions for returning your completed Nomination/Proxy Form/s

As this Annual General Meeting (AGM) will be held virtually and in person, and some staff are working remotely, we ask that members return their completed forms **as early as possible** to ensure nothing is missed and everyone's nominations/votes and proxies are counted.

In accordance with the Constitution:

- completed nomination forms must be received no later than 3pm on Monday 17 November 2025 (close of business the day before the AGM); and
- completed Proxy Forms must be received before 11am on Tuesday 18 November 2025 (the start time of the AGM).

Please return your completed form/s, **as early as possible**, using one of the following methods:

Email to: actmhcncn@actmhcncn.org.au

Post to: ACTMHCN
Reply Paid 83404
CANBERRA ACT 2601

Deliver to: Mailbox 2.11 ACT Mental Health Consumer Network
Ground Floor, The Griffin Centre
(Mailboxes are located on the righthand side of the left corridor)

If you would like to complete Nomination or Proxy forms online, please use the following QR codes/links.

If you prefer to complete the forms in hard copy, please continue to the remaining pages.

Form	Link	QR Code
Chair Nomination	https://forms.office.com/r/jcueh8sXrJ	
Secretary Nomination	https://forms.office.com/r/am8wRgmTwa	
Ordinary Member Nom.	https://forms.office.com/r/pyHDPLCH6n	
Proxy Form (for if you are unable to attend and want another member to vote do your voting for you)	https://forms.office.com/r/K8U9nicbdN	



Nomination Form for Election to hold the position of **CHAIR** on the Network's Board (2-year position)

Please complete the form below (or see page 2 for online options) and return the form to the Network no later than **3pm Monday 17 November 2025 NO EXCEPTIONS**. Only Network members, **both primary and associate**, are eligible to nominate. Only a primary member can second a nomination – we can arrange for a seconder if you don't know someone who can second for you.

NB: Where a seat is contested, individuals nominating will each be granted **2 minutes** to address the attendees to put forth their case for election. Each candidate may only address the AGM once.

I,wish to nominate for the position
(Your Name)
of **CHAIR** on the ACT Mental Health Consumer Network Board 2025-27.

Under the *Associations Incorporation Act 2009* (ACT) it is an offence to accept a position on the Board if you:

- have been convicted of an offence in relation to the promotion, formation or management of a body corporate; or an offence involving fraud or dishonesty punishable by imprisonment for a period of 3+ months and the conviction or your release from prison was within the last 5 years; or
- are bankrupt or personally insolvent

Maximum penalty: 50 penalty units and/or 6 months imprisonment.

NB: Please only nominate for a Board position if you can personally answer 'yes' to these two questions.

1. I have not been convicted of one of the abovementioned offences.
2. I am not bankrupt or personally insolvent.

Signature:
(Your Signature – if sent via email, your email will be considered your electronic signature)

Please contact actmhcnc@actmhcnc.org.au or 02 6230 5796 if you need help having your form seconded.

I second the above nomination (the seconder must be a Primary Member of the Network):

Name:

Signed: (or a confirmation email from the seconder)



Nomination Form for Election to hold the position of **SECRETARY** on the Network's Board (2-year position)

Please complete the form below (or see page 2 for online options) and return the form to the Network no later than **3pm Monday 17 November 2025 NO EXCEPTIONS**. Only Network members, **both primary and associate**, are eligible to nominate. Only a primary member can second a nomination – we can arrange for a seconder if you don't know someone who can second for you.

NB: Where a seat is contested, individuals nominating will each be granted **2 minutes** to address the attendees to put forth their case for election. Each candidate may only address the AGM once.

I,wish to nominate for the position
(Your Name)
of **SECRETARY** on the ACT Mental Health Consumer Network Board 2025-27.

Under the *Associations Incorporation Act 2009* (ACT) it is an offence to accept a position on the Board if you:

- have been convicted of an offence in relation to the promotion, formation or management of a body corporate; or an offence involving fraud or dishonesty punishable by imprisonment for a period of 3+ months and the conviction or your release from prison was within the last 5 years; or
- are bankrupt or personally insolvent

Maximum penalty: 50 penalty units and/or 6 months imprisonment.

NB: Please only nominate for a Board position if you can personally answer 'yes' to these two questions.

3. I have not been convicted of one of the abovementioned offences.
4. I am not bankrupt or personally insolvent.

Signature:
(Your Signature – *if sent via email, your email will be considered your electronic signature*)

Please contact actmhcnc@actmhcnc.org.au or 02 6230 5796 if you need help having your form seconded.

I second the above nomination (the seconder must be a Primary Member of the Network):

Name:

Signed: (or a confirmation email from the seconder)



Nomination Form for Election to hold the position of **ORDINARY MEMBER** on the Network's Board (2-year position)

Please complete the form below (or see page 2 for online options) and return the form to the Network no later than **3pm Monday 17 November 2025 NO EXCEPTIONS**. Only Network members, **both primary and associate**, are eligible to nominate. Only a primary member can second a nomination – we can arrange for a seconder if you don't know someone who can second for you.

NB: Where a seat is contested, individuals nominating will each be granted **2 minutes** to address the attendees to put forth their case for election. Each candidate may only address the AGM once.

I,wish to nominate for the position
(Your Name)
of **ORDINARY MEMBER** on the ACT Mental Health Consumer Network Board 2025-27.

Under the *Associations Incorporation Act 2009* (ACT) it is an offence to accept a position on the Board if you:

- have been convicted of an offence in relation to the promotion, formation or management of a body corporate; or an offence involving fraud or dishonesty punishable by imprisonment for a period of 3+ months and the conviction or your release from prison was within the last 5 years; or
- are bankrupt or personally insolvent

Maximum penalty: 50 penalty units and/or 6 months imprisonment.

NB: Please only nominate for a Board position if you can personally answer 'yes' to these two questions.

5. I have not been convicted of one of the abovementioned offences.
6. I am not bankrupt or personally insolvent.

Signature:
(Your Signature – *if sent via email, your email will be considered your electronic signature*)

Please contact actmhcncn@actmhcncn.org.au or 02 6230 5796 if you need help having your form seconded.

I second the above nomination (the seconder must be a Primary Member of the Network):

Name:

Signed: (or a confirmation email from the seconder)



Appointment of Proxy Form 2025

Complete this form here (or see page 2 for online options) if you are a Primary Member who is unable to attend the AGM and would like another Primary Member to vote on your behalf in the AGM and Board elections.

I.....
.....
(your full name)

of.....
.....
(address)

being a primary member of the ACT Mental Health Consumer Network Inc.

hereby
appoint.....
(full name)

of.....
.....
(address)

being a primary member of the Network, as my proxy to vote on my behalf at the Annual General Meeting of the ACT Mental Health Consumer Network Inc. to be held on Tuesday 18 November 2025 and at any adjournment of that meeting.

.....
(signature of member appointing proxy - [if sent via email, your email will be considered your electronic signature](#))

...../...../..... (date)

Note:

- A proxy vote may only be given to a person who is a primary member of the Network
- No member may hold more than two (2) proxies for a meeting
- If completed, this form must be presented to the Chief Executive Officer **before the time of the AGM** in accordance with the Constitution.