

COLLEGE OF IMMIGRATION AND CITIZENSHIP CONSULTANTS

PROXY

This is a form of proxy for the College of Immigration and Citizenship Consultants (College) Annual General Meeting (AGM) of licensees on Thursday, November 30, 2023, at 10:00 a.m. at the Ottawa Conference and Event Centre, 200 Coventry Road, Ottawa, ON K1K 4S3. By completing and signing this form, a **licensee unable to attend** the AGM may appoint a proxy holder of their choice (and other than a person designated by this form) to attend and vote in the name of the licensee at the AGM.

I, _____ the undersigned (the licensee completing the proxy form),
(Print Licensee's Name and College ID Number)

being a licensee of the College and entitled to attend and vote at the AGM appoint,

Name: _____ College ID Number _____
(Print name of appointed proxy holder clearly) (proxy holder's College ID Number)

or instead of them, Stan Belevici, RCIC-IRB, or instead of him, John A. Burke, RCIC as proxy holder (the "Proxy Holder") with power of substitution, to attend and vote in the name of the undersigned licensee at the AGM (including any continuation after any adjournment). If you do not insert a name on the line above, then Stan Belevici, RCIC-IRB or John A. Burke, RCIC will become your Proxy Holder.

The undersigned confers discretionary authority upon the Proxy Holder relating to any amendments to matters identified in the Notice of AGM or other matters that may properly come before the meeting. The undersigned instructs the Proxy Holder to abstain, or vote in favour or against, the specific resolutions set out below, and to act in accordance with their instructions on any ballot that may be called for on which they have authorized the Proxy Holder to vote. (See back of form/attached page for resolution summaries.)

	<i>YES in favour</i>	<i>NO against</i>	<i>WITHHOLD (abstain)</i>
RESOLUTION 1			
RESOLUTION 2			
RESOLUTION 3			

DEADLINE: For the proxy appointment to be effective, the College must receive this form before **Tuesday, November 28, 2023, at 5 p.m. (Eastern Time).**

MAIL, DELIVER, SCAN AND E-MAIL OR FAX
THIS PROXY TO:

**Corporate Secretary
College of Immigration and Citizenship Consultants
5500 North Service Road, Suite 1002
Burlington, Ontario Canada L7L 6W6
Fax 1-877-315-9868
Email secretariat@college-ic.ca**

DATED: THIS _____ DAY OF _____, 2023. IN THE CITY OF _____

Licensee's Name (please print) _____

College ID Number _____ Licensee's Signature _____

COLLEGE OF IMMIGRATION AND CITIZENSHIP CONSULTANTS

SUMMARY OF RESOLUTIONS PROPOSED AT THE ANNUAL GENERAL MEETING OF LICENSEES NOVEMBER 30, 2023

RESOLUTION NO.	MOTION	EXPLANATION
RESOLUTION 1	Approval of Agenda for the Meeting	This is procedural and occurs at every Annual Meeting.
RESOLUTION 2	Approval of Minutes of the Inaugural General Meeting of the College	This is procedural and occurs at every Annual Meeting.
RESOLUTION 3	Termination of Meeting	This is procedural and occurs at every Annual Meeting.

For licensee reference: Section 67.7 of the By-laws relating to Proxies

67.7 Proxies

Every licensee In Good Standing may by means of a proxy appoint an individual who shall be a licensee. In Good Standing, as nominee for the licensee, to attend and act at a meeting of licensees. A proxy shall be in writing, and any notice calling a meeting of licensees shall include a form of proxy, or a reminder of a voting licensee's right to use a proxy. A proxy shall be executed by the licensee In Good Standing or the attorney of the licensee authorized in writing and ceases to be valid one year from its date. Subject to the requirements of law, a proxy may be in such form as the Board or its delegate from time to time prescribes, provided however that the Board may by resolution from time to time fix a time not earlier than the close of business five (5) Business Days preceding any meeting or adjourned meeting of licensees before which time proxies to be used at that meeting must be deposited with the Council, and any period of time so fixed shall be specified in the notice calling the meeting

68.2 Majority Determines

Each licensee in attendance in person or by proxy at a meeting of licensees is entitled to cast one (1) vote. All questions proposed for consideration at a meeting of licensees shall be determined by a majority of the votes cast by licensees In Good standing, provided however that it shall be the responsibility of the Board or its delegate to ensure that the mechanisms adopted from time to time for calculating the votes are fair, equitable and accurate.

68.3 Electronic or Telephone Voting

The Directors may provide for licensees to vote by telephonic, electronic, or other communication facility. Such alternative means of voting must:

- (a) allow for verification that the votes are made by the licensees entitled to vote; and
- (b) not allow the Council to identify how each licensee voted.

68.4 In-person Voting at a Meeting of Licensees

The Directors may provide for licensees in attendance at a meeting of licensees to vote by a show of hands, a prescribed voting card or by the use of a wireless audience voting device.

68.5 Adjournments

Any meeting of licensees may be adjourned to any time and from time to time, and any business may be transacted at any adjourned meeting that might have been transacted at the original meeting from which the adjournment took place, but no business may be transacted at any re-convened meeting other than business which might have been brought before or dealt with at the original meeting in accordance with the notice calling the same. No notice is required of any adjourned meeting.

68.6 Rules of Order

In all cases for which no specific provision is prescribed by law or made in the By-laws, the rules and practice of the latest edition of Robert's Rules of Order shall govern as far as applicable, provided that no action of the Council or of the Board shall be invalid by reason only of an inadvertent failure to adhere to such rules.