

**ELECTION TO THE AO SHANG HUI CONSULTING
(SHANGHAI) CO., LTD,
TRADING AS AUSTCHAM SHANGHAI
BOARD OF DIRECTORS 2020-2022
CANDIDATE NOMINATION FORM.**

**PLEASE SUBMIT THIS COMPLETED NOMINATION FORM BEFORE
5:00 PM (CHINA STANDARD TIME) TUESDAY 26TH MAY 2020
DELIVER BY EMAIL or by HAND directly to the Company Secretary**

Candidate Nominated for Election at AGM: (Please complete in capitals)

Name: _____
 Company: _____
 Membership Category: _____

Proposed by:

Name: _____
 Company: _____
 Membership Category: _____

Seconded by

Name: _____
 Company: _____
 Membership Category: _____

Proposers and seconders must be the **Voting Member Representative** of the respective member company.

Signed by all parties:

We the undersigned agree to abide by all matters outlined in the nominations and elections process and this Nomination Form.

Proposer: _____ Date: _____
 Secunder: _____ Date: _____
 Candidate: _____ Date: _____

Candidate Details for Election Slate:

Preferred Personal Name(s): _____

Nationality: _____

Professional Employment Title: _____

Name of Employer Company: _____

Email address: _____

Candidate Statement of
Contribution (max 300 words): _____

**Preferred Appointment Date with the Nominations Committee:**

The Nominations Committee will be meeting with all candidates between Monday 1st – Tuesday 2nd June 2020. If you have a preferred appointment dates and times, please indicate below.

1.
_____2.
_____3.
_____**Candidate Declaration:**

By signing below, I confirm I have read, understood and agree to both sign and be bound by the Directors' Code of Conduct, if elected.

Candidate Signature: _____

Date: _____

A **Voting Member Representative** is the employee of an AustCham Shanghai Corporate Member, Domestic or Overseas, designated to act on that Corporate Member's behalf in governance matters, such as representation and voting.

If the candidate standing for election is employed by an AustCham Shanghai Corporate Member, **but is not** the Voting Member Representative of that member company, the proposer **must** be the Voting Member Representative.

By signing this form, each party confirms that he/she has read the accompanying information published by AustCham Shanghai regarding the 2020 AGM. The candidate states that he/she is currently eligible to serve (if elected) as a Board Director of AustCham Shanghai and agrees to abide by its Constitution and other policies, serving the membership voluntarily. **Each party is also signing that they understand and agree to abide by the AustCham Shanghai Codes of Conduct.** Details of proposers and seconders shall be stated on the election materials. **The candidate acknowledges that their nomination and subsequent appointment to the Board of Directors will be considered invalid if the Directors' Code of Conduct it is not signed prior to the first Board meeting.**

All parties also acknowledge that the AustCham Shanghai Board of Directors shall make a recommendation to the membership as to those candidates it believes are suitable to join the Board, based on the suitability criteria provided in the addendum to the Call for Nominations.



Candidates are required to provide on this Nomination Form, or separately attached if wished, no more than 300 descriptive words for publication to clearly outline the contribution they believe they will contribute to the Board upon election. In addition, candidates are to provide full clear details of their preferred form of name(s), titles, professional role title(s), employing company name, email address and nationality. This will assist the Voting Member Representatives during the voting process.

The following documents must be submitted with this Nomination Form. Incomplete applications will not be accepted as valid.

1. A fully completed nomination form (4 pages) with all required signatures. All signatures must be on the same form (this form).
2. A professional curriculum vitae updated to the time of submission, including reasonable detail, qualifications and work experience, language(s) and interests outside of work.
3. A colour portrait style photo – an electronic copy of 1 x good resolution clear headshot to use in promoting you as a candidate.
4. A copy of the front page of the candidate's passport. If the candidate is not a Chinese citizen, copies of his/her current PRC work visa and work permit are also required.
5. A completed Candidate Skills Self-Assessment (page 3 of the N06 document, from the Call for Nominations email).

Nomination of each candidate standing for election at the AGM 2020 must be received by email, addressed to the **Company Secretary, via lisa.pipito@austchamshanghai.com** or delivered and received by hand at the AustCham Shanghai office (details below).

Nominations may only be made on this Nomination Form, appropriately signed and filled out in inked writing.

Nominations close promptly at 5:00pm (China Standard Time) on Tuesday 26th May 2020. Full applications past this time will not be accepted.

It is the responsibility of those registering the nomination of a candidate for election to confirm that the nomination has been received and recorded, particularly if the time of sending the nomination is nearing the close of nominations. This shall be strictly enforced, without exception. Please check promptly if you have not received confirmation of receipt of your nomination from the Company Secretary at any time.

The Nominations Committee reserves the right to request further information regarding any nomination. It will meet with all candidates prior to the formal election notice being issued and shall endeavour to work with all candidates to schedule appropriate appointment times. Candidates acknowledge that it may not be possible to accommodate all preferred dates, particularly in instances where more than one candidate has requested the same appointment time.



Further information regarding the nomination of candidates may be found in the attached notes and on the website (www.austchamshanghai.com), in the Members' Charter and its schedules.

For AustCham Shanghai Internal Use Only

Date Nomination Received: _____ Time Received: _____
 Are the AustCham Shanghai Corporate Member Companies signing, each in good standing?
 Proposer Yes No: Date referred to Relationship Manager _____
 Seconder Yes No: Date referred to Relationship Manager _____
 Candidate Yes No: Date referred to Relationship Manager _____

Is the Candidate the Voting Member Representative of his/her employer?
 (circle) Yes No
 If no, is the proposer the Voting Member Representative of his/her
 employer? (circle) Yes No

Nomination Form Fully Completed with all supporting documentation:
 Yes/Valid (circle) No/Invalid (circle)
 Date Accepted for Election Slate _____ Date Returned to Candidate _____
 Time Accepted for Election Slate _____ Time Returned to Candidate _____
 Date Additional Information Received: _____ Date Returned to Candidate _____
 Date Accepted for Election Slate _____ Time Returned to Candidate _____
 Time Accepted for Election Slate _____

Any further notes:

Company Secretary Name: _____ Company Secretary Signature: _____