

# **NCCC PROXY VOTE INSTRUCTIONS**

On the West Region web site, you will find a link to the current Proxy Voting form used for the NCCC National Governors meetings. Hopefully, you will be able to attend each meeting in Saint Louis. You may appoint a Proxy Governor to attend these meetings for you, but if not I must present NCCC Proxy Forms from all WR clubs not in attendance. This will allow me to represent your club and also ensure that your club remains a member club in good standing. Having your club represented at all national meetings assures that your club is eligible for NCCC benefits and you can ensure that this occurs by completing and returning to me either one copy electronically or using traditional mail. *I will make needed copies for the Governors meetings.* I must have your completed Proxy returned to me by the **1<sup>st</sup> of February.**

Your Proxy form is used for casting votes when topics arise at the NCCC National Governors meetings. The Governors in attendance will determine how your Proxy vote will be cast if you have not communicated your preference to me in writing prior to the meeting.

## Information that is included at the top portion of the Proxy:

1. Governor of "NAME OF YOUR CLUB"
2. MY NAME, as the Region Executive
3. WEST Region
4. YOUR SIGNATURE (an electronic signature is adequate as we use your e-mail address listed in the NCCC Membership Database for confirmation)

## Information that is included at the bottom portion of the Proxy:

5. CLUB NAME
6. REGION-CLUB NUMBER (for example: WR-015)
7. GOVERNOR'S NAME
8. GOVERNOR'S NCCC NUMBER

**Option 1, Electronic Processing (e-mail):** You may receive an e-mail that includes a sample Proxy form before February 1<sup>st</sup> or as mentioned above, find the link on the West Region web site that you can use to obtain the form. Complete the Proxy using the instructions above and then e-mail **one** copy to me at [RE@westregionnccc.com](mailto:RE@westregionnccc.com). You can "snail-mail" a copy, see immediately below. My preference is that you use e-mail but it is your choice. If you use e-mail, please ensure the subject includes the word "Proxy" and the name of your club. Also, note that if you receive a sample Proxy form in your e-mail please complete it and FORWARD it to me, DO NOT "REPLY" as the Proxy form will not be included in the e-mail.

## **Option 2, Traditional Mailing Process:**

Complete the Proxy form using the instructions above, print **one** copy and mail it to me at the address below.

If you have any questions please contact me immediately.

- E-Mail : [RE@westregionnccc.com](mailto:RE@westregionnccc.com)
- Cell Phone: 583-249-5606

### **Larry Beebe**

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