

PROXY FORM FOR THE ANNUAL GENERAL MEETING 2024

HARVARD UNIVERSITY ASSOCIATION OF ALUMNI IN SINGAPORE A/K/A HARVARD CLUB OF SINGAPORE

(Registered in the Republic of Singapore)
UEN No. T15SS0208H

I, _____ [name of member], the holder of the registered email address _____, being a member of the Harvard University Association of Alumni in Singapore (the “**Club**”), hereby appoint the Secretary of the Club as my proxy to attend, speak and vote for me and on my behalf at the 8th AGM of the Club to be held at **The Singapore Island Country Club (SICC) Ballroom, 180 Island Club Road, Singapore 578772** on **Tuesday, 26 March 2024 at 6:15pm** and at any adjournment thereof in the following manner:

| Resolution No. | Ordinary Business | For | Against | Abstain |
|----------------|--|-----|---------|---------|
| Resolution 1 | To receive and adopt the accounts and annual report of the Executive Committee for the financial year ended 31 December 2023 and the report of the Honorary Auditors thereon. | | | |
| Resolution 2 | To ratify the appointment of Daniel Chen as the Honorary Auditor of the Club in respect of the accounts for the financial year ended 31 December 2023. | | | |
| Resolution 3 | To ratify the appointment of Toronata Tambun as the Honorary Auditor of the Club in respect of the accounts for the financial year ended 31 December 2023. | | | |
| Resolution 4 | To re-appoint Toronata Tambun as the Honorary Auditor of the Club in respect of the accounts for the financial year ending 31 December 2024. | | | |
| Resolution 5 | To receive and adopt the annual report that the Club will submit to the Harvard Alumni Association in respect of the Club’s membership, dues, governance, events and programmes for the year ended 31 December 2023. | | | |
| Resolution 6 | To transact any other general business of the Club of which due | | | |

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| | notice has been given to the members. | | | |
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If you wish the Secretary as your proxy to cast your vote For or Against a resolution, please tick with “√” in the **For** or **Against** box in respect of that resolution. If you wish the Secretary as your proxy to Abstain from voting on a resolution, please tick with “√” in the **Abstain** box in respect of that resolution. **In the absence of specific directions in respect of a resolution, the appointment of the Secretary as your proxy for that resolution will be treated as invalid.**

Dated this _____ day of March 2024

Signature of Member

Important Notes:

- (1) *The AGM will be held, in a wholly physical format, at The Singapore Island Country Club (SICC) Ballroom, 180 Island Club Road, Singapore 578772 on 26 March 2024 at 6:15 pm. Members, including duly appointed proxies, will be able to ask questions and vote at the AGM by attending the AGM in person. **There will be no option for members to participate virtually.***
- (2) *By submitting this proxy form, the member accepts and agrees to the personal data privacy terms set out in the Notice of Annual General Meeting dated 12 March 2024.*
- (3) *Where a member appoints the Secretary as his/her proxy, he/she must give specific instructions as to voting, or abstentions from voting, in respect of a resolution in the form of proxy, failing which the appointment of the Secretary as proxy for that resolution will be treated as invalid.*
- (4) *The instrument appointing a proxy must be submitted to the Club electronically via email to the Secretary at secretary@harvard.sg and must be received by 6:15pm on 23 March 2024, being 72 hours before the time appointed for holding the AGM.*
- (5) *A member who wishes to submit an instrument of proxy must first download, complete and sign the proxy form, before submitting it by post to the mailing address provided above, or before scanning and sending it by email to the email address provided above.*
- (6) *The instrument appointing the Secretary as proxy must be under the hand of the appointer or of his attorney duly authorised in writing.*
- (7) *Appointment of a proxy does not preclude a member from attending the AGM and voting in person. If a member has appointed the Secretary as his/her proxy and such member attends the AGM in person, his/her proxy appointment will automatically be terminated.*
- (8) *The Club shall be entitled to reject the instrument appointing the Secretary as proxy if it is incomplete, improperly completed or illegible or where the true intentions of the appointer are not ascertainable from the instructions of the appointer specified in the instrument appointing the Secretary as proxy.*