

Proxy Voting Instructions for Board Election

Dear [Shareholder/Member's Name],

As a valued member of [Organization/Company Name], your voice matters in our upcoming Board Election. If you are unable to attend the meeting in person, you may cast your vote by proxy.

Instructions for Proxy Voting:

1. Review the proxy statement and the candidates for the board.
2. Complete the attached proxy ballot. Please ensure all information is filled out clearly.
3. Sign and date the proxy ballot.
4. Return the completed proxy ballot by mail or email to [designated contact email/physical address] no later than [submission deadline date].
5. You may revoke your proxy at any time before the election by notifying us in writing.

Important Dates:

- Proxy Voting Deadline: [Date]
- Board Election Date: [Date]

Thank you for participating in the governance of [Organization/Company Name]. Your vote is important to us!

Sincerely,

[Your Name]

[Your Title]

[Organization/Company Name]