

Multiple Representative Explanation Form

OHITI WAITIO 1E3A AHU WHENUA TRUST

These requirements **must** be followed for representatives to participate in a General Meeting. If not followed a trust or estate will **not** be able to vote

Estates

Executors appointed under a Will of a deceased Beneficial Owner may attend at a General Meeting and vote on behalf of that deceased Beneficial Owner.

The Executors must bring to the meeting the Death Certificate and a copy of the Will certified by a Solicitor, Court Registrar or Justice of the Peace.

Where there is more than one Executor, they must all attend. If they cannot all attend then those not attending must complete a proxy or Multiple Representative Form in favour of the Executors that can attend.

If the deceased Beneficial Owner did not leave a Will then no person is able to attend the meeting on their behalf, speak or vote.

If Letters of Administration has been granted in the estate of a deceased Beneficial Owner, the Administrator under the Letters of Administration can attend at a meeting, speak and vote. The Administrator **must** produce to the meeting a certified copy of the Letters of Administration.

Attorney under Powers of Attorney

An attorney appointed under a Power of Attorney document may attend at a General Meeting, speak, and vote on behalf of that Beneficial Owner. The attorney **must** provide a certified copy of the Power of Attorney.

If there is more than one attorney appointed and the Power of Attorney document requires the attorneys to act jointly, then all appointed attorneys must either attend in person, by proxy or by the completion of the Multiple Representative Form.

If the Power of Attorney document allows an attorney to act alone then one attorney can attend, speak and vote.

Whanau Trusts

Where the Beneficial Owner is a Whanau Trust, that Trust shall be entitled to one vote regardless of the number of Trustees.

A majority of Trustees **must** be present at the meeting (in person, by proxy or by completing the Multiple Representative Form) for that Trust.

The Multiple Representative Form **must** appoint one of the other Trustees (or the other Trustees that are attending) to act on behalf.

If there are **two** Trustees of a Whanau Trust, both **must** attend either in person (or by a properly completed Proxy or Multiple Representative Form).

If there are **three** Trustees, **two** must attend either in person (or by a properly completed Proxy Form or Multiple Representative Form).

If there are **four** Trustees then **three** must attend either in person (or by a properly completed Proxy or Multiple Representative Form).

If there are **five** Trustees then **three** must attend either in person (or by a properly completed Proxy or Multiple Representative Form).

Other Trusts

If the Trust Deed/Order allows for Trustees to act by majority then the process for Whanau Trusts must be followed.

If the Trust Deed or Order requires the Trustees to act unanimously then the process for estates must be followed.