

**THE UNIVERSITY OF HONG KONG  
CONVOCATION**

**Ordinary General Meeting  
Thursday, June 25, 2015**

**NOTES ON PROXY FORM**

1. If you are unable or do not intend to attend the Ordinary General Meeting, you may, by a duly completed and signed written instrument, appoint a proxy to vote at the meeting on your behalf. You may obtain the proxy form from the office of the Convocation Secretariat (Tel: 3917 1706) or the Convocation website ([www.convocation.hku.hk](http://www.convocation.hku.hk)).
2. The proxy form must be duly signed, completed, and deposited with the Clerk of Convocation no less than 72 hours prior to the time for holding the OGM, i.e., **before 6:00 pm on June 22, 2015** via the Convocation Secretariat, G/F Hung Hing Ying Building, The University of Hong Kong, Pokfulam Road, Hong Kong, during office hours (9:00 am – 6:00 pm, Monday to Friday).
3. The proxy form will be invalid if:
  - (a) it is received late at the Convocation Secretariat, i.e. **after 6:00 pm on June 22, 2015**;
  - (b) it is torn, defaced or otherwise damaged on receipt by the Convocation Secretariat;
  - (c) it is sent to the Convocation Secretariat by fax or email;
  - (d) it does not bear an original signature;
  - (e) there exists another proxy form under the same member; or
  - (f) any part of it is incomplete or contains inaccurate or unverifiable information.
4. The records of the Convocation Secretariat shall be conclusive as to the receipt and accuracy of proxy forms.
5. Paragraph 24 of the Rules of Convocation provides that proxies do not apply to votes on the election of Standing Committee members at the OGM.

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Thursday, June 25, 2015**

**APPOINTMENT OF PROXY**

*If you attend the Ordinary General Meeting in person, this proxy form will be invalid.*

*Please read the Notes on Proxy Form before completing the following.*

I (*full name*) \_\_\_\_\_, being a member of Convocation, hereby appoint (*full name*) \_\_\_\_\_, holder of Hong Kong Identity Card Number (*letter + first 3 digits*) \_\_\_\_\_ as my proxy for the OGM to be held on June 25, 2015.

*Please complete all fields marked with an asterisk (\*)*

\*Name (*full name*): \_\_\_\_\_

\*Graduation Year(s) and Degree(s): \_\_\_\_\_

Department and present post (*For HKU teaching staff only*): \_\_\_\_\_

\* HKID No. (*letter + first 3 digits*): \_\_\_\_\_

Contact Tel No.: \_\_\_\_\_ E-mail address: \_\_\_\_\_

\*Signature: \_\_\_\_\_

\*Date: \_\_\_\_\_

To be valid, this proxy form must be duly signed, completed and sent by hand or by post in good time; i.e. it must reach the Clerk of Convocation no later than 6:00 pm, June 22, 2015 via the Convocation Secretariat at G/F Hung Hing Ying Building, The University of Hong Kong, Pokfulam Road, Hong Kong.

(The Convocation Secretariat's office hours are 9:00 am – 6:00 pm, Monday to Friday.)