



Shiva-Vishnu Temple

Hindu Community and Cultural Center
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HCCC STEERING COMMITTEE PROXY FORM

PROXY DESIGNATION

I, Sri/Smt. _____, an **active** member of the HCCC Steering Committee, being unable to attend the Steering Committee meeting in person, do hereby designate Sri/Smt _____, who is also an **active** member of the Steering Committee, as my authorized representative, with full proxy authority to cast my vote on all matters that may come up at the SC Meeting to be held on _____ (Insert Date here).

Signature: _____ **dated** _____

Full Name: _____
(Please Print)

ACCEPTANCE

I, Sri/Smt. _____, an **active** member of the HCCC Steering Committee, do hereby accept the proxy designation, accorded to me by the above Steering Committee member and accept the responsibility to cast my votes in accordance with the HCCC Bylaws at the SC Meeting to be held on _____ (Insert Date here).

Signature: _____ **dated** _____

Full Name: _____
(Please Print)

Notes:

1. Only one proxy per Acceptor.
2. Both Proxy Giver and Acceptor should be **active** SC members.
3. "active" denotes those who have maintained their status as SC Members per ByLaws (§ II.2.2.1.2 [page 6])
4. According to ByLaws (§ II.1.9 [page 6]) only physical presence can be counted as attendance.

For Office Use Only: Proxy Validation: _____ by _____

OPT OUT or EXCUSE LETTER for SC Members of HCCC

May 01, 2009

Dear Steering Committee Member,

Current Bylaws as approved by the Steering Committee (SC) on January 30, 2005 adopted several significant changes related to SC membership (§ II.2.2.1 [page 6], § II.2.4.3 [page 9] and §II.2.4.4 [page 10] of Bylaws). Please review the Bylaws mailed to you in February 2005 and the referenced sections in particular.

You are required to attend **at least ONE** of the Four SC meetings in a calendar year to maintain the status as SC member. If you are unable to attend the meetings or plan to be away, you may request to be placed on the Non-Participating Status or choose to retire from the SC.

Unless you request:

- i) a Leave of Absence for an expected duration of your inability to attend SC meetings, or,
- ii) to be put on Non-Participating Status or,
- iii) to be Retired from SC,

you are considered to be a SC member intending to meet the requirements outlined in the Bylaws.

Please complete the bottom portion of this letter, by printing your full name clearly and return this sheet to the Executive Administrator of HCCC by mail or Fax. In addition to this, you may inform the Corporate Secretary by email at kshankar27@gmail.com. Please keep us informed if there is any change in your mailing address. Please also provide us your current active email address.

Thank you for your kind attention.

Kamala Shankar
Corporate Secretary, HCCC

Peraiah Sudanagunta
Chairman of the Board of Directors, HCCC

Choices on Steering Committee Membership

I, Sri/Smt. _____ request the following status regarding my Steering Committee membership. (Please place a check mark for one of the choices below:)

1. Request leave of absence from _____ to _____. I will be entitled to return to active status without going into the wait-out period. During this period of time, _____ I will not be able to receive mails and would like to receive meeting notifications only by email at the address given below.
2. Request to be put on Non-Participating Status. Do not send mails, but emails are fine.
3. Retire from SC.

My contact phone is: _____ and my email address is: _____
Suggesting to choose an email address from FREE long-term providers such as Yahoo!, Hotmail, Gmail.

Signature: _____ dated _____