

## Director Nomination Instructions and Form



POPAI, trading as Shop! Association ANZ  
Address: PO Box 2346 Taren Point, NSW 2229, Australia  
Phone: +61292812630; Email: [shop@shopassociation.org.au](mailto:shop@shopassociation.org.au)  
Website: [www.shopassociation.org.au](http://www.shopassociation.org.au)  
ABN 21 072 736 693

### **DIRECTOR NOMINATION INSTRUCTIONS**

#### **POINT OF PURCHASE ADVERTISING INTERNATIONAL (POPAI), TRADING AS SHOP! ANZ**

Date: 27 May, 2019

To: All Members

In accordance with the Constitution of Point Of Purchase Advertising International (POPAI) – trading as Shop! ANZ - nominations are now called for Members wishing to serve on Shop! ANZ's Board of Directors for an initial two (2) year period from 26 July, 2019. Directors will be elected at Shop!'s Annual General Meeting, to be held on Thursday 25 July, 2019, from 5:15pm for a 5:30pm start in Sydney.

All Directors are required to personally, by telephone or other means from time to time agreed by the Board of Directors in accordance with Shop! ANZ's (POPAI) Constitution and applicable law, attend meetings of the Board, held once every one (1) month. Directors shall oversee and set policy direction and decisions made for the benefit of all Members, in accordance with Shop! ANZ's Constitution. Board meetings run for between one and two hours. Directors will work closely with Shop!'s General Manager.

The position of Director does not carry any financial remuneration or reimbursement for out of pocket expenses incurred in attending Board Meetings, including without limitation the cost of airfares if the elected Director resides interstate.

Only Members whom have made active contributions to Shop! ANZ and to the industry may nominate a delegate to be a Shop! ANZ Director. A listing of Shop!'s current Members may be found on Shop!'s website at [www.shopassociation.org.au](http://www.shopassociation.org.au).

Nominations will only be accepted in writing and must be lodged with the Secretary by 5:00pm Thursday 27 June, 2019 by a scanned, signed email copy of the attached Director Nomination Form to the General Manager, Carla Bridge.

A Director Nomination Form is attached as Attachment A. For further information or assistance please contact Shop! ANZ General Manager, Carla Bridge, on (02) 9281 2630 or 0412 727 774, or by email to [carla@shopassociation.org.au](mailto:carla@shopassociation.org.au)

Please together with the Nomination Form include the following:

- (1) A head shot of the Nominee; and
- (2) A short bio (120 words maximum) emphasising the Nominee's past relevant experience and contributions to industry and to Shop!.

The Constitution permits a maximum of ten (10) Directors to be elected, including in all cases two (2) Directors elected only by the current Board Members. Ballot forms will be prepared and circulated by the Secretary by 5:00pm at least twenty-one (21) days prior to the Annual General Meeting (i.e., by Wednesday 4 July 2019), and completed forms must be received by Shop! ANZ online by 5:00pm at least seven (7) days prior to the Annual General Meeting (i.e., by Friday 19 July 2019).

Please note several important nomination guidelines:

- Nominations are required to be from a Member Company, not an individual, as Membership of Shop! ANZ is vested in a Company; should a serving Director cease employment with a Member company, s/he must immediately resign from the Board;
- Nominees must be a financial member of Shop! ANZ. Individuals from companies not up to date with membership payments or 'complimentary' members are not eligible;
- Nominees may not vote for themselves;
- Each Member Company may only vote once, via its authorised representative;
- Current Board Members may vote and be the authorised representative for their respective Member Companies; and
- Each Company may have only one (1) nominee.

The results of the ballot will be announced at Shop! ANZ's Annual General Meeting; however, if only ten (10) nominations are received, including in all cases two (2) Directors nominated by the current Board Members, a Ballot will not be necessary.

Please note that in order to be nominated or to vote in the 2019 Shop! ANZ election, your company is required to be a current paid Member of Shop! ANZ as of 5:00pm on Thursday 25 July 2019.

By order of the Board of Directors of Shop! ANZ:

Authorised by:



By: Gary Parsons

Title: Chairperson

Date: 27 May, 2019

END

Attachment A

Director Nomination Form



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**DIRECTOR NOMINATION FORM**

**POINT OF PURCHASE ADVERTISING INTERNATIONAL (POPAI)**

**TRADING AS SHOP! ASSOICATION ANZ**

**We hereby nominate the following Member company to provide the below listed delegate nominee to serve on the Board of Shop! ANZ for a two (2) year period from 25 July, 2019.**

**MEMBER COMPANY**

.....

[Print Member Company Name Above]

Company Address.....

.....

Company Phone:.....

Company Email:.....

**NOMINEE DETAILS**

Name of Nominee:.....

Nominee's Position in Company:.....

Authorised Company Representative Signature:.....

**This nomination for a delegate to serve on the Board of Shop! ANZ (POPAI) is endorsed by Member Company's Senior Management:**

Name:.....

Position in Company:.....

Authorised Company Representative Signature:.....

**\*\* Please together with this nomination form include the following:**

- (3) **A head shot of the Nominee; and**
- (4) **A short bio (120 words maximum) emphasizing the Nominee's past relevant experience and contributions to industry and to Shop! ANZ**

END