How to vote

Open your voter notice and follow the instructions to access the ballot:

• For email notices, either click on the link in the email or copy the link and paste it into your browser's address bar. Both methods will automatically take you to the ballot for the election.



Enter the voting key you received via SMS.

SMS:



Enter "Voting key"

Authentication

| This election uses two factor authentication. | |
|---|---|
| Please verify your identity by entering your password Password I Authenticate | • |

Click "Authenticate"

Enter your choices on the ballot:

• Once at the ballot, the general process is "make your choices," but the exact process will be determined by the type of election that is being run. You should see instructions both at the top of the page and at the top of each position or question on the ballot. The instructions specific to each type of voting method being used per question will be outlined in the instructions specific to each question. After you have filled out the ballot, click on "Verify Your Selection".



Agricola Credit Union Co-operative Society Limited Demo Election

Standing Orders

1. (a) A member will stand when addressing the Chair and shall identify himself/herself.

(b) A member's contribution shall be clear and relevant to the subject before the Meeting.

2. A member shall address the Meeting when called upon by the Chairman to do so, after which, he/she shall immediately take his/her seat.

3. No member shall address the Meeting except through the Chairman.

4. A member may not speak twice on the same subject, except:-

(a) the mover of a motion - who has a right to reply,

(b) he/she rises to object or explain (with the permission of the Chair).

5. No speeches shall be made after the "question" has been put and carried or negated.

6. The mover of a "procedural motion" (adjournment, lay on the table, motion to postpone) shall have no right to reply.

A member rising on a "point of order" shall state the point clearly and concisely. (A point of order must have relevance to the Standing Orders).

8. (a) A member shall not call another member "to order" but may draw to the attention of the Chair a "breach of order".

(b) On no account can a member call the Chair "to order".

9. Only one amendment shall be before the Meeting at the same time.

10. When a motion is withdrawn, any amendment to it falls.

11. The Chairman shall have the right to a "casting vote".

12. If there is an equality of voting on an amendment and if the Chairman does not exercise his casting vote, the amendment is lost.

13. Provision shall be made for the protection by the Chairman from vilification (personal abuse).

14. No member shall impute improper motives against another

Example:

ELECTION - BOARD OF DIRECTORS Select up to 3 of 6 options, with a minimum selection of 1 option or choose abstain to vote for none of the options. Option Grace A. Arthur Information Charlene Charles-Belfon ~ Information Ð Richard Hayde ~ Information Keri Kitson Information Lois Melville ~ Information Arlene Young Information Abstain

Verify the ballot and submit:

• This will take you to the second page in the voting process: on this page, you confirm that your ballot is filled out the way you would like, and then you click "Submit" to send your ballot to ElectionBuddy to be counted.

Standing Orders For ELECTION - BOARD OF DIRECTORS **Charlene Charles-Belfon Richard Hayde** Lois Melville ELECTION - CREDIT COMMITTEE Colleen Bart Gerda Eve-Jules Gemma George-Ferreira Donna Maynard R Alieem Sahadath ELECTION - SUPERVISORY COMMITTEE Kathy-Ann Jones Jemma Mayers Horace Ryan « Edit ballot

Upon a successful vote, a "Thank you!" message will appear on a confirmation page. You will also receive a voting receipt; it will be sent to your email address. In either case, you can always print your confirmation page as a record of your successful ballot submission.

Voting receipt:



Email receipt:

