

[To be printed on the headed paper of the Member Club, scanned and emailed to agm@tennisireland.ie by no later than 10:00 am on Saturday 17 December 2022.

**Company Secretary
Tennis Ireland
Dublin City University
Glasnevin
Dublin 9**

Date:

Re: The 2022 Annual General Meeting of Tennis Ireland CLG (“TI”) to be held on the 17th December 2022 (“**the AGM**”).

Matter: Appointment of Representatives

Dear Secretary,

In accordance with the entitlement of each member club of TI, under Article 13(b) of the TI Constitution, to appoint no more than three persons (each of whom must be an Individual Associate) to represent it at the AGM, but recognising that each member club is only entitled to one vote, we, the undersigned member club, appoint the person whose name is set out below as our voting representative.

Name of voting representative: **{Insert Name of Individual Associate who is the to be the voting representative}**

The email address to send us the link to join the AGM remotely is **{insert email address}**

The following Individual Associates may also attend the AGM on our behalf (but in a non-voting capacity);

{Insert Name of Individual Associate} and his/her email address is **{insert email address of Individual Associate}**

{Insert Name of Individual Associate } and his/her email address is **{insert email address of Individual Associate}**

Yours Faithfully,

Chairperson/President
{Print the name of the member club}