[**To be printed on the headed paper of the Member Club, scanned and emailed to** [agm@tennisireland.ie](mailto:agm@tennisireland.ie) **by no later than 11.00am on Friday 20th June 2025].**

Company Secretary Tennis Ireland

Building 2

Sport HQ2

Sport Ireland Campus Snugborough Road Blanchardstown Dublin 15

D15 X6WT Date:

Re: **The Annual General Meeting of Tennis Ireland CLG (“TI”) to be held on the 21st. June 2025 (“the AGM”).**

**Matter: Appointment of Representatives** Dear Secretary,

In accordance with the entitlement of each member club of TI, under Article 13.2 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 As sociate*} and his/her email address is *{insert email address of Individual As sociate}*

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

Yours Faithfully,

Chairperson/ President

{*Print the name of the member club*}