

**Great Cliff (Dawlish) Limited (“the Company”)**

**Director Nomination Form**

Circulation Date: <sup>1</sup> 9<sup>th</sup> October 2023

The Company Secretary invites all members to consider putting themselves forward for nomination as a director of the Company at an Appointment General Meeting of the Company to be held on <sup>2</sup> 30<sup>th</sup> November 2023. If you wish to be considered for appointment as a director of the Company, please complete the form below and ensure it is received by the Company by one of the methods outlined below **by no later than 5 p.m. on <sup>3</sup> 30<sup>th</sup> October 2023.**

I, <sup>4</sup> \_\_\_\_\_, being a member of the Company, confirm that I wish to be considered for appointment as a director of the Company at the forthcoming Appointment General Meeting of the Company. I attach a brief statement outlining my suitability for the position for circulation to Members in advance of the Appointment General Meeting.

Signed.....

Date.....

I, <sup>5</sup> \_\_\_\_\_, being a member of the Company, propose <sup>6</sup> \_\_\_\_\_ to be a director of the Company.

Signed.....

Date.....

I, <sup>7</sup> \_\_\_\_\_, being a member of the Company, second the proposal for <sup>8</sup> \_\_\_\_\_ to be a director of the Company.

Signed.....

Date.....

<sup>1</sup> Insert date on which form is sent out to Members

<sup>2</sup> Insert date of Appointment General Meeting

<sup>3</sup> Insert date which is at least 14 clear days after the circulation date

<sup>4</sup> Insert full name of nominee

<sup>5</sup> Insert full name of proposer

<sup>6</sup> Insert full name of nominee

<sup>7</sup> Insert full name of seconder

<sup>8</sup> Insert full name of nominee

## Particulars of Directors Required by Companies Act 2006

The Companies Act 2006 requires the following information to be recorded in the Register of Directors of the Company. It is a condition of your nomination that you provide the relevant details below. Failure to do so will result in your nomination being void.

**Full forename(s) and surname:** \_\_\_\_\_

**Former names (including maiden or married names) that have been used for business purposes within the last 20 years (if any):** \_\_\_\_\_

**Service address (official correspondence address):** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Country where usually reside:** \_\_\_\_\_

**Nationality:** \_\_\_\_\_

**Business occupation (if any):** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**Other Directorships:** \_\_\_\_\_

\_\_\_\_\_

### Notes:

1. Please return this to the Company by no later than **5 p.m. on <sup>9</sup> 30<sup>th</sup> October 2023** by one of the following methods:
  - a. By hand: delivering the signed copy to <sup>10</sup> Crown Property Management Ltd, 135 Reddenhill Road, Babbacombe, Torquay, Devon, TQ1 3NT. FAO Sam Secker
  - b. Post: returning the signed copy by post to <sup>11</sup> Crown Property Management 135 Reddenhill Road, Babbacombe, Torquay, Devon, TQ1 3NT. FAO Sam Secker
  - c. Email: by attaching a scanned copy of the signed document to an email and sending it to <sup>12</sup> [sam@crowncrownpropertymanagement.co.uk](mailto:sam@crowncrownpropertymanagement.co.uk) . Please type "Nomination for Director of Great Cliff (Dawlish) Limited" in the email subject box.
  
2. Your nomination will be void if:
  - a. you do not attach a statement outlining your suitability for the position of director of the Company;
  - b. you do not complete the relevant particulars of directors required by the Companies Act 2006 or your nomination is incomplete or incorrect in any other respect; and/or
  - c. your properly completed nomination form is not received at the address stated above by 5 p.m. on <sup>13</sup> 30<sup>th</sup> October 2023.

<sup>9</sup> Insert date which is at least 14 clear days after the circulation date

<sup>10</sup> Insert name and address of person managing the process

<sup>11</sup> Insert name and address of person managing the process

<sup>12</sup> Insert email address of Company person managing the process.

<sup>13</sup> Insert date which is at least 14 clear days after the circulation date