

## DESIGNATION OF PROXY AND ALTERNATE PROXY

Instructions and General Information:

ONLY ACTIVE MEMBERS MAY VOTE.

If you cannot attend the Paralegal Association of Florida, Inc., Annual Meeting on May 30, 2015, you may designate one Paralegal Association of Florida, Inc. ("PAF") active member to cast your vote during that meeting. In the event the primary designee is not able to attend, a second active member may be appointed as an alternate. **Any active member may hold your vote with the exception of the PAF President.**

1. Make sure that your named proxy holder and/or alternate proxy holder plans to attend the annual meeting. If your proxy holder and/or alternate proxy holder have to leave the meeting before its conclusion, another member cannot hold your proxy. **No proxy or alternate proxy holder may be designated after May 20, 2015. (10 days prior to the Annual Meeting).**
2. Your "Designation of Proxy and Alternate Proxy" form must be sent to PAF's Secretary Designation and in accordance with Section 3.13 of the PAF Amended and Restated Bylaws. It must be faxed, emailed, postmarked or delivered to the Secretary Designation no later than May 20, 2015.

## DESIGNATION OF PROXY AND ALTERNATE PROXY

I, [print name] \_\_\_\_\_, a PAF active member, hereby appoint [print name] \_\_\_\_\_, a PAF active member, to serve as my proxy holder at PAF's Annual Meeting to be held at the Wyndham Grand Jupiter at Harbourside Place in Jupiter, Florida on May 30, 2015. In the event my named proxy holder is unable to hold my proxy, I hereby appoint [print name] \_\_\_\_\_, a PAF active member, to serve as my alternate proxy at said annual meeting. The proxy holder may act in the same manner and to the same extent, and with the same power as I, the proxy giver, could act if I were personally present at the meeting, subject to the instructions or restrictions set forth in the Instructions to Proxy and Alternate Proxy.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print or type your name

\_\_\_\_\_  
Address (Street or Post Office Box)

\_\_\_\_\_  
City, State, Zip

Send original Designation of Proxy to:

**Chrystal Lunsford, ACP, FRP**

**810 20<sup>th</sup> Avenue N**

**St Petersburg FL 33704**

**Fax: 727-578-9982**

**E-mail: pmanrique@pafinc.org / clunsford@gtmlegal.com / chryslunsford@yahoo.com**

**Deadline: Must be received or postmarked no later than May 20, 2015.**

**INSTRUCTIONS TO PROXY AND ALTERNATE PROXY  
PARALEGAL ASSOCIATION OF FLORIDA, INC. ANNUAL MEETING  
MAY 30, 2015**

TO: \_\_\_\_\_ and \_\_\_\_\_  
(Proxy Holder) (Alternate Proxy Holder)

\_\_\_\_\_  
(Address: Street or Post Office Box) (Address: Street or Post Office Box)

\_\_\_\_\_  
(City, State, Zip) (City, State, Zip)

I, \_\_\_\_\_ an active member of Paralegal Association of Florida, Inc. ("PAF") hereby direct my proxy to vote as follows. I also direct my alternate proxy holder to vote as follows in the event my named proxy holder is unable to attend the PAF Annual Meeting on Saturday, May 30, 2015. In the event the candidate I have designated withdraws, I understand that my vote will be exercised at the discretion of my proxy holder unless otherwise instructed.

**DISTRIBUTION OF INSTRUCTIONS TO PROXY AND ALTERNATE PROXY:** Send one copy to both the Proxy Holder and the Alternate Proxy Holder. **DEADLINE:** Your instructions must reach your proxy holder and alternate proxy holder by the date of the PAF Annual Meeting, May 30, 2015, so that they will have the instructions to cast your vote.

1. This form is provided to you as a convenience to use to instruct your proxy holders how you wish your vote to be cast. You are not required to use this form; however your proxy holders must be instructed on casting your vote.
2. Your Proxy and Alternate Proxy Holder must receive their instructions before the Annual Meeting.
3. **Include clear instructions about how your vote should be cast for each office in the event of nominations from the floor or if more than one ballot becomes necessary to elect any officer.**
4. Do **not** send this form to the PAF Secretary Designation or to the Nominations Chair. **The Secretary Designation should receive only your "Designation of Proxy and Alternate Proxy" form.**
5. The election of officers will take place during the PAF Annual Meeting on Saturday, May 30, 2015.

**CANDIDATE FOR OFFICE  
CHECK ONE FOR EACH OFFICE**

**PRESIDENT**

- Jodee Buck, CP, FCP, FRP**  
If nominations from the floor or more than one ballot:  
 Vote at your discretion, OR:  
 Vote as instructed above.

**FIRST VICE-PRESIDENT**

- Beatrice LeVine, CP, FRP**  
If nominations from the floor or more than one ballot:  
 Vote at your discretion, OR:  
 Vote as instructed above.

**SECOND VICE-PRESIDENT**

- Janet Poklemba, CP, FRP**  
If nominations from the floor or more than one ballot:  
 Vote at your discretion, OR:  
 Vote as instructed above.

**SECRETARY**

- Patricia Creech, FRP**  
If nominations from the floor or more than one ballot:  
 Vote at your discretion, OR:  
 Vote as instructed above.

**TREASURER**

- Steve May, FRP**  
If nominations from the floor or more than one ballot:  
 Vote at your discretion, OR:  
 Vote as instructed above.

**DIRECTOR AT-LARGE**

- Kimberly Schenkel, FRP**  
If nominations from the floor or more than one ballot:  
 Vote at your discretion, OR:  
 Vote as instructed above.

**NALA Liaison**

- Marcia Muldoon, CP, FRP**  
If nominations from the floor or more than one ballot:  
 Vote at your discretion, OR:  
 Vote as instructed above.

**PLEASE MAKE SURE THAT YOUR PROXY HOLDER AND ALTERNATE PROXY HOLDER HAVE YOUR VOTING INSTRUCTIONS. THEY CANNOT VOTE FOR YOU IF THEY DO NOT HAVE THESE INSTRUCTIONS.**

**YOUR ORIGINAL DESIGNATION OF PROXY MUST BE RECEIVED BY THE SECRETARY BY THE DEADLINE STATED ABOVE.**

**PROXY-HOLDERS WILL NOT BE ALLOWED TO VOTE IF THE SECRETARY DID NOT RECEIVE THE DESIGNATION BY THE DEADLINE!!**