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## INSTRUCTIONS FOR EXERCISING THE RIGHT TO VOTE

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As you know, there are four (4) positions up for election this year. The candidates from the Northern Region and the Other Institutions group were elected by acclamation.

In the category of independent Board Members, there are three candidates for two positions to be filled, one term for two (2) years and one term for three (3) years. Elections will therefore be held for both positions. In accordance with the provisions of the By-Laws, the candidate receiving the most votes will serve for three (3) years and the candidate receiving the second most votes will serve for two (2) years. The candidate with the least number of votes shall not be elected.

This year you can exercise your right to vote in a variety of ways.

### Who is eligible to vote?

All members as defined in Article 1.6 of the By-Laws may vote.

#### 1.6 "Member"

A legal entity that meets the eligibility criteria set out in Article 6 and that has an insurance contract issued by the Mutuelle in its favour.

In the case of a contract issued to several insureds (the "co-insureds"), each of them is a Member.

The policyholder of a group contract as well as the legal entities that are enrolled in it are Members.

The co-insureds and participants in a group contract designate the primary policyholder or the contract holder to act on their behalf in all matters pertaining to an insurance policy issued by the Mutuelle, including, but not limited to, its renewal, the terms and conditions associated therewith, as well as the receipt of notices sent from time to time by the Mutuelle. Any notice transmitted to the primary policyholder or contract holder shall be binding on each of the co-insureds and participants as if it had been given to them personally.

*\*Please note that the English translation is not official and that the official French version takes precedence.*

By default, **one policy is equivalent to one member and each member has one vote**. In cases where several members are attached to the same policy, a specific email will be sent to them indicating the procedure to follow.

It should be noted that under Article 15 of the By-Laws, as well as under Article 285 of the Insurers Act, each member is entitled to only **one (1) vote for each elected position**. In order to vote, the member must designate a Representative (proxyholder) by way of a proxy.

### Voting in advance (called absentee voting)

All representatives designated by proxy and registered with an email address will receive an email allowing them to vote electronically in advance. This email will be sent within days of receiving the proxy starting May 4.



**MUTUELLE  
D'ASSURANCE  
EN ÉGLISE**

AGENCE EN ASSURANCE DE DOMMAGES

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Whether you attend the AGM or not, you will be able to vote in advance, between the time you receive the link to the voting page and May 15.

### **Voting on the day of the AGM**

At the AGM, you will be able to vote in two ways when the voting period opens, either electronically or with a traditional paper ballot.

Whether you attend the AGM virtually or onsite, you can use the link provided to you to vote using a computer, tablet or cell phone.

If you attend in person, you will be required to sign a declaration that you have not otherwise exercised your right to vote in order to receive the ballot on which to select your choices.

### **Example of a voting page and ballot**

Category: Independent Board Member

Two positions are available. Please check two within the following candidates:

- BERGERON, Lucien
- GAUVIN, Lionel
- LAFRENIÈRE, Normand