PROXY FORM FOR A GENERAL MEETING

JMB or MC · Strata Management Act 2013 (Act 757), Second Schedule, paras 18, 19 and 22 · Peninsular Malaysia and Labuan

Name of the development and its MC or JMB (with registered address)

Meeting (annual or extraordinary general meeting), place, date and time

Parcel no. and building or block no.

Proprietor (MC) or parcel owner (JMB) appointing the proxy (name as on the strata roll for an MC, or on the register of parcel owners for a JMB)

Proxy (name, identity number and address; the proxy need not be a proprietor)

Scope of the appointment (tick one; the instrument may be general or for a particular meeting, para. 18(1)(a); the matching clause below applies)

- ☐ For this meeting only (a particular meeting)
- ☐ General

Appointment

1. If the scope is this meeting only: I, the proprietor (MC) or parcel owner (JMB) named above, appoint the proxy named above to attend and vote for me on a show of hands or on a poll at the meeting named above, and at any adjournment of it, in the way set out below.
2. If the scope is general: I, the proprietor (MC) or parcel owner (JMB) named above, appoint the proxy named above to attend and vote for me on a show of hands or on a poll at general meetings of the body named above, in the way set out below. The Act, in the passages we read, does not say how a general appointment ends or is revoked; check with your lawyer.
3. I understand that the proxy may demand a poll (para. 18(3)).

Who is signing (tick one)

- ☐ The proprietor (MC) or parcel owner (JMB), under his hand
- ☐ An attorney of the proprietor or parcel owner (a copy of the power of attorney accompanies this instrument, para. 18(2))
- ☐ A company proprietor, under seal or by an authorised officer (para. 18(1)(b))
- ☐ Co-proprietors of a jointly owned parcel (for a JMB, the parcel owners who own it jointly): every co-proprietor signs below, so that the proxy is appointed jointly (or one of them votes, para. 22(1))

Co-proprietors of a jointly owned parcel (every co-proprietor names himself and signs; add more lines if needed)

Co-proprietor (name)	Signature and date

How the proxy is to vote on each proposed resolution

Resolution	For	Against	Notes

Notes for the proprietor (MC) or parcel owner (JMB)

A person may act as proxy for only one proprietor at any one general meeting (para. 18(4)).

Deposit this instrument at the registered address of the management corporation not less than forty-eight hours before the time for holding the meeting or any adjournment of it, failing which the proxy shall not be entitled to attend or vote (para. 18(5)).

The proxy cannot exercise a vote in relation to a matter if the person who appoints the proxy is exercising personally a power to vote on the matter (para. 19(2)).

The Act says: "A proprietor shall not be entitled to vote if, on the seventh day before the date of the meeting, all or any part of the Charges, or contribution to the sinking fund, or any other money due and payable to the management corporation in respect of his parcel are in arrears." (para. 21(2)). That paragraph speaks of the proprietor's entitlement; in the passages we read it does not say how it applies to a proxy, so check with your lawyer.

Proprietor (MC) or parcel owner (JMB), attorney or authorised officer (name and office): the instrument is signed by him, not by the proxy (para. 18(1))

Name, signature and date

Working template prepared by Unitify as a reference. It is not a prescribed form and not legal advice. It rests on the Strata Management Act 2013 (Act 757) and the Strata Management (Maintenance and Management) Regulations 2015 as read in the official gazette texts on 16 November 2026, and it covers Peninsular Malaysia and Labuan only. A prescribed proxy form exists only for the first annual general meeting (attached to Form 5 for a JMB; Form 14 for an MC); for later meetings this is a structure built from para. 18. This reflects the official text of Act 757 (2013) and the 2015 Regulations as we read them on 16 November 2026. We could not read a consolidated version; check for later amendments with your lawyer or the COB. Have your lawyer check it before you use it.