



Meeting Link:

bhgc.verovoting.com.au

Online Meeting & Voting Guide



The Barwon Heads Golf Club - Event Summary

Registration Open

Monday, 2nd November 2020
5:30 PM (AEDT)

Online AGM Starts

Saturday, 14th November 2020
5:30 PM (AEDT)

Vero AGM and Voting are accessible on both desktop and mobile devices. Vero Voting will send you an invitation to attend the meeting via email.

In order to participate online you will need to:

- Ensure your browser is compatible – Vero Voting supports the latest versions of Chrome, Safari, Firefox, and Edge; or
- Visit the meeting link above on your desktop or mobile device.
- Login using the process below to review all documents and information about the AGM
- To ask questions, you can do so prior or during the meeting the **Q&A** tab.

Logging in

Enter your **Username** and **PIN** to sign in **or** click the link you receive in your email that will log you in directly. **(Please note this is different to your BHGC Alpha code and password)**

How to Vote


STEP 1

Access online portal by using the meeting link shown in top right corner

STEP 2

Enter your: Username and PIN provided by Vero.

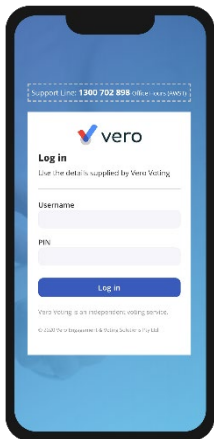
STEP 3

When the vote is open, click  and select your preferred voting option.

Support

If you have any questions, or need assistance with the online process, please contact Vero Voting on 1300 702 898 between 8.30am—5.00pm Monday to Friday (Australian Western State Time) or email support@verovoting.com.au.

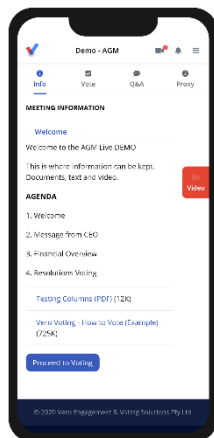
Using Vero AGM



1. Signing In (on your mobile or desktop computer)

- You will be provided with AGM information via email by Vero Voting.
- Use your Registration Link to access the online portal; **or**
- Visit the meeting domain on the previous page. Enter your **Username** and **Pin** to sign in. **(Please note this is different to your BHGC Alpha code and password)**
- Ensure your browser is compatible – Vero Voting supports the latest versions of Chrome, Firefox, Edge, and Safari.
- Register your attendance.

Note: If you misplace the information above, call 1300 702 898 for tech support.

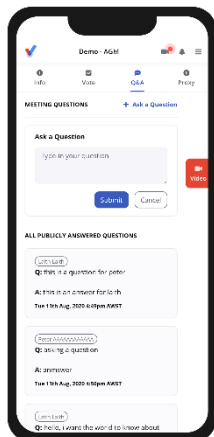


2. Attending and Watching the Meeting


- Make sure you have a good stable internet connection.
- If you are on a mobile select the **video** icon on the right side on the screen.
- Press unmute and play to start watching your AGM.
- You have the option to view full screen and adjust volume.

Recommended Browsers

- > Desktop/Laptop: Chrome, Firefox, Edge, or Safari (latest versions)
- > Mobile iOS (12.2+): Safari Mobile
- > Mobile Android (6.0+): Chrome Mobile



3. Asking Questions (Q&A)

- To ask a question **prior or during the meeting** press the Q&A tab 
- Start typing your question in the box and when done, click Submit. Once sent, it will appear in the column with the icon "NEW".
- Once you have submitted your question, it will be flagged as one of the following statuses:

Approved

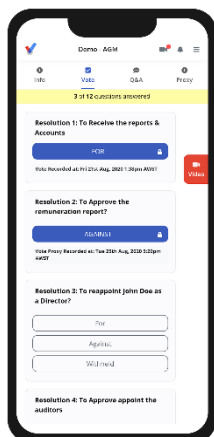
This status appears when your question will be answered below your question.

Answer after meeting


This status appears when your question will be answered after the meeting.

Support

This status appears if your question is regarding a support issue. Support personnel will reach out to answer your question.



4. Voting for both Ordinary Committee positions and Special Resolutions are now live and can be accessed via the portal bhgc.verovoting.com.au

- To vote, click on the Vote tab  to navigate to the Voting page.
- Simply select your options to cast your vote for both Ordinary Committee positions and Special Resolutions.

For more assistance with the online processes, contact 1300 702 898 or email support@verovoting.com.au