

VOTING INSTRUCTIONS FOR THE JULY 2021 VICTORIAN BAR COUNCIL BY-ELECTION

The electronic ballot paper contains one category of nominees who are Queen's counsel, senior counsel, or junior counsel who are of not less than 15 years standing.

All counsel **who are eligible to vote** are entitled to cast one vote. **Eligibility to vote is governed by cl. 45.3 of the Bar Constitution.**

A vote may be cast by selecting the name of counsel whom the voter wishes to be elected. Full instructions are as follows:

- Voting opens at 5:00pm on Wednesday 21 July 2021 and closes at 5:00pm on Wednesday 28 July 2021.
- Members can login to the portal via a link on the members' homepage of the website.
- Having accessed the link, members will be required to login with their website username and password (if necessary, please call Daniel Cousens on 9225 8314 to obtain or reset your login credentials).
- Upon logging in, members will be presented with general instructions and can then proceed to the by-election screen by clicking 'Click here to cast your vote'. Members will then be presented with the electronic ballot paper.
- To cast a vote, members will need to select the counsel whom the voter wishes to be elected by clicking on their name.
- To submit your ballot, click 'Submit Ballot'. Upon submission, the member will be asked to confirm their vote and must click 'I accept that I cannot change my vote once submitted. Submit this category' to confirm your vote in that category. A vote may not be changed once submitted.
- The option to print the ballot is available by clicking 'Click here to print submitted votes'. An email receipt will be received for a successful submission.