

COURT INTERPRETER PROGRAM ADVISORY COMMITTEE

PROXY DESIGNATION FORM AND INSTRUCTIONS

PROXY POLICY: Committee members may send proxies to attend meetings when necessary and with proper notification to the chair. The form below is available for this purpose.

- A proxy has all the responsibilities of a member, including voting power.
- A person may serve as proxy for only one committee member per meeting.
- There is no limit on the number of times a member can send a proxy.
- A committee member may not also serve as a proxy for another committee member.
- Proxies are included in the count of members present to determine a quorum.

Appointed members of the Court Interpreter Program Advisory Committee (CIPAC) are responsible for providing materials to, and thoroughly briefing their proxy designees. Members may either complete this form or provide the information indicated below in a similar fashion or by e-mail.

PROXY DESIGNATIONS SHOULD BE SENT TO:

David Svoboda, Committee Staff, Administrative Office of the Courts

Phone Number: (602) 452-3965

Fax Number: (602) 452-3480

E-mail: dsvoboda@courts.az.gov

Please send the information at least one week prior to the meeting which the proxy will attend.

To: Hon. Don Taylor, Chair
c/o David Svoboda, Committee Staff

I, _____ will be unable to attend the Court Interpreter Program Advisory
Committee meeting scheduled for _____. Accordingly, I designate the following individual to act as my
proxy for this meeting:

Name of proxy: _____

E-mail address: _____

Phone Number: (_____) _____ - _____

Committee Member Authorization (Type Name)

Date