

## Proxy Designation Form and Instructions

- Committee members are responsible for briefing their proxy so that the proxy is prepared to conduct Committee business.
- A proxy must similarly communicate with the member after a meeting to inform the member of substantive events that occurred at the meeting.
- A member wishing to appoint a proxy should complete this form and transmit it to Subcommittee staff indicated below at least one day prior to the scheduled Subcommittee meeting. A member who sends a proxy to more than one meeting must use a separate proxy form for each meeting.

Proxy designations should be sent to:

Diana Tovar, Court Specialist  
Administrative Office of the Courts  
Phone number: (602) 452-3449  
E-mail: dtovar@courts.az.gov

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I, (please print your name) \_\_\_\_\_,  
will be absent from the meeting of the Committee on Mental Health and the Justice  
System scheduled for the \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_\_\_. Accordingly, I  
designate the following individual to act as my proxy for this meeting:

Name: \_\_\_\_\_

Employer/Title: \_\_\_\_\_

E-mail: \_\_\_\_\_

Phone: \_\_\_\_\_

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Member's Signature

Date