



MAIL BALLOT INSTRUCTIONS

CMBC/BARG
March 5, 2020

RE: RATIFICATION VOTE – Coast Mountain Bus

Dear Member:

You will find enclosed a ballot, ballot envelope, ballot return envelope and a pre-paid Returning Officer envelope. Please mark your ballot and return to MoveUP. Ballots must be received at the union office by Friday, March 20, 2020.

HOW TO VOTE:

Please adhere to all the steps in the voting procedures:

- Step 1: Mark ballot in the appropriate box with an "X".
- Step 2: Place marked ballot in envelope marked "BALLOT" and seal.
- Step 3: Place sealed "BALLOT" envelope in the **ballot return envelope** and ensure that all of the details are completed on the ballot return envelope.
- Step 4: Place your **ballot return envelope** in the **pre-paid** Returning Officer **envelope** and mail through Canada Post.
- Step 5: Ballots must be received at the Union office by **4:30 p.m. Friday, March 20, 2020**

CONFIDENTIALITY PROTECTED:

Members must print their name, employer name and MoveUP membership number (or employee ID), and then sign the ballot return envelope, otherwise the ballot is not counted. You can find your MoveUP membership number on your membership card, if you have lost your card, you can use your employee ID number on the ballot return envelope. If you require a replacement membership card, please email membership@MoveUPTogether.ca to request that a new one be issued to you.

This does not prejudice the confidentiality of the ballots, since the Returning Officer, upon receipt of your ballot, adheres to the following procedure in the presence of the Scrutineers.

In the Vote-Counting Procedure

The ballot return envelope is checked against the union's membership list to ensure that the individual is a member of MoveUP and has not voted more than once.

The sealed "BALLOT" envelope is taken from the ballot return envelope and deposited unopened in a master ballot box with all the other "BALLOT" envelopes.

All the sealed "BALLOT" envelopes are then taken from the master box, opened and counted.

As you can see, this procedure protects the confidentiality of your vote, but allows the Returning Officer to ensure that only members vote and only vote once.

PLEASE FOLLOW THE PROPER PROCEDURE.

Ingrid Ericson
Returning Officer (Interim)

/cm: USW 2009