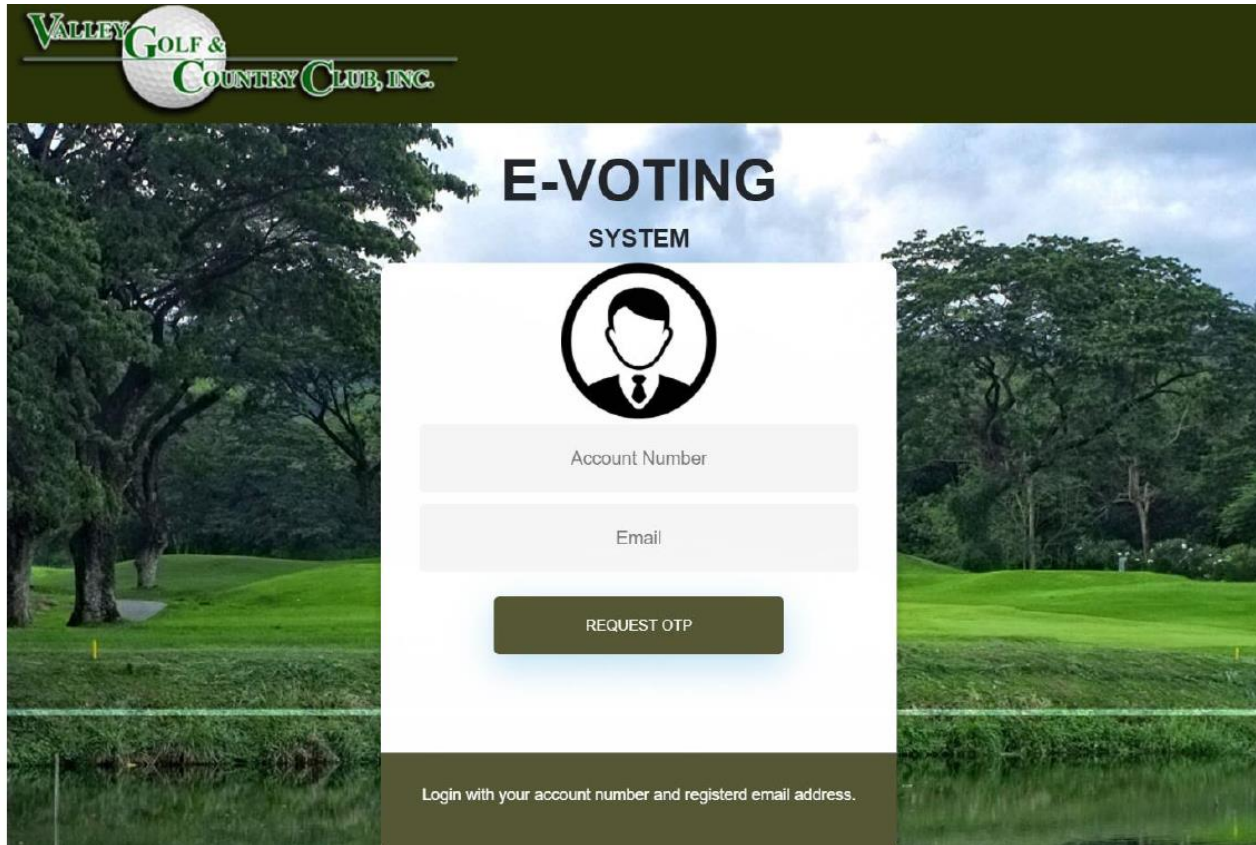


# How to access our 2021 Stockholders website


From any browser, like google, safari, edge, internet explorer, chrome. **Please type [valleygolfelection.com](http://valleygolfelection.com)**, a screen similar to figure below will appear



The screenshot shows the login interface for the Valley Golf & Country Club, Inc. E-Voting System. At the top left is the club's logo. The main heading is "E-VOTING SYSTEM". Below this is a circular icon of a person in a suit. There are two input fields: "Account Number" and "Email". A dark green button labeled "REQUEST OTP" is positioned below the input fields. At the bottom, a dark green bar contains the text "Login with your account number and registered email address." The background of the page is a scenic view of a golf course with trees and a pond.

VALLEY GOLF & COUNTRY CLUB, INC.

## E-VOTING SYSTEM



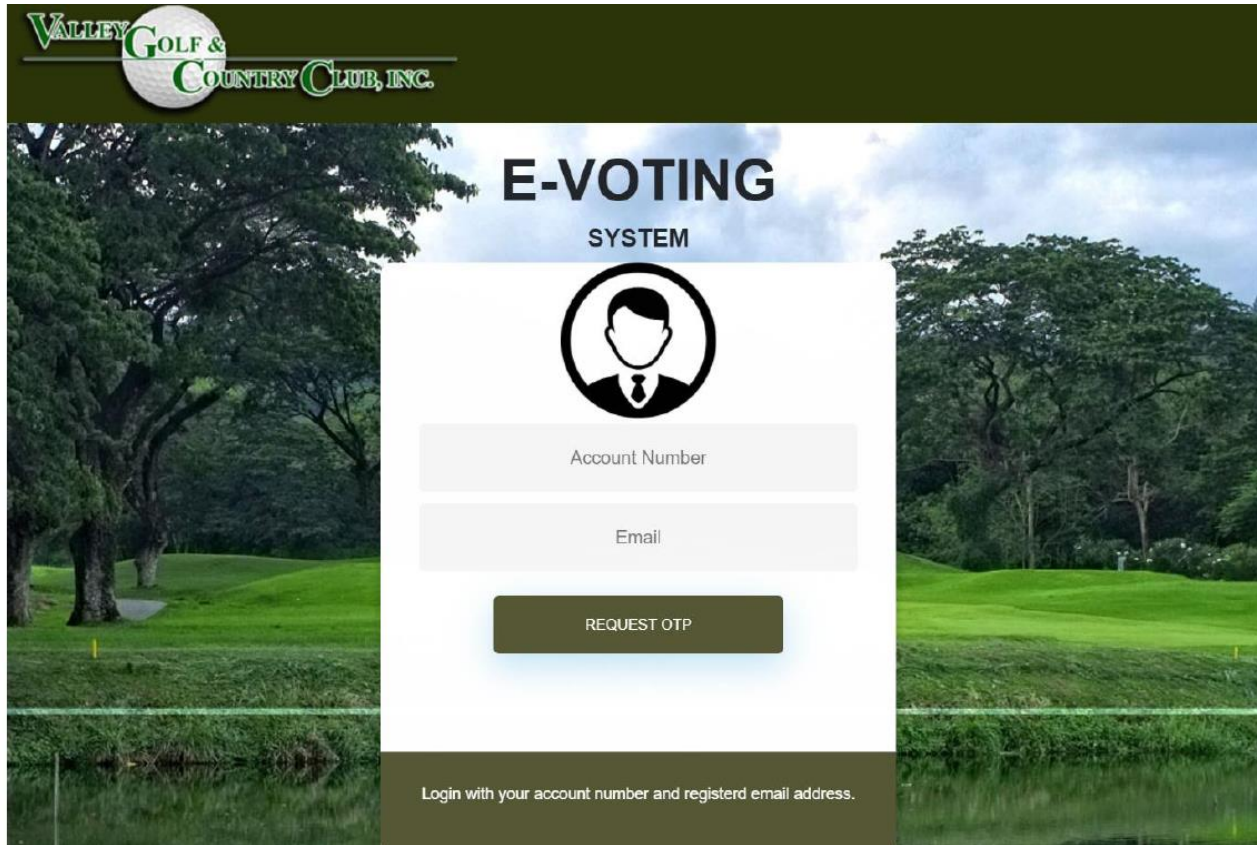
Account Number

Email

REQUEST OTP


Login with your account number and registered email address.

# How to access our 2021 Stockholders website



**VALLEY GOLF & COUNTRY CLUB, INC.**

## E-VOTING SYSTEM



Account Number

Email

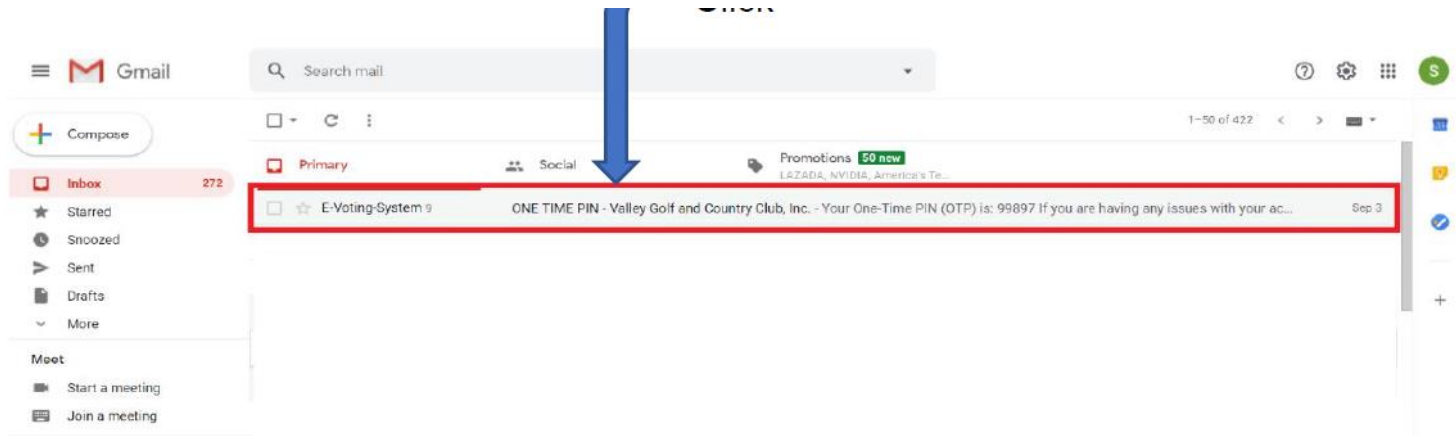
**REQUEST OTP**

Login with your account number and registered email address.

*Please type your account number and your registered email address.  
Click Request OTP*

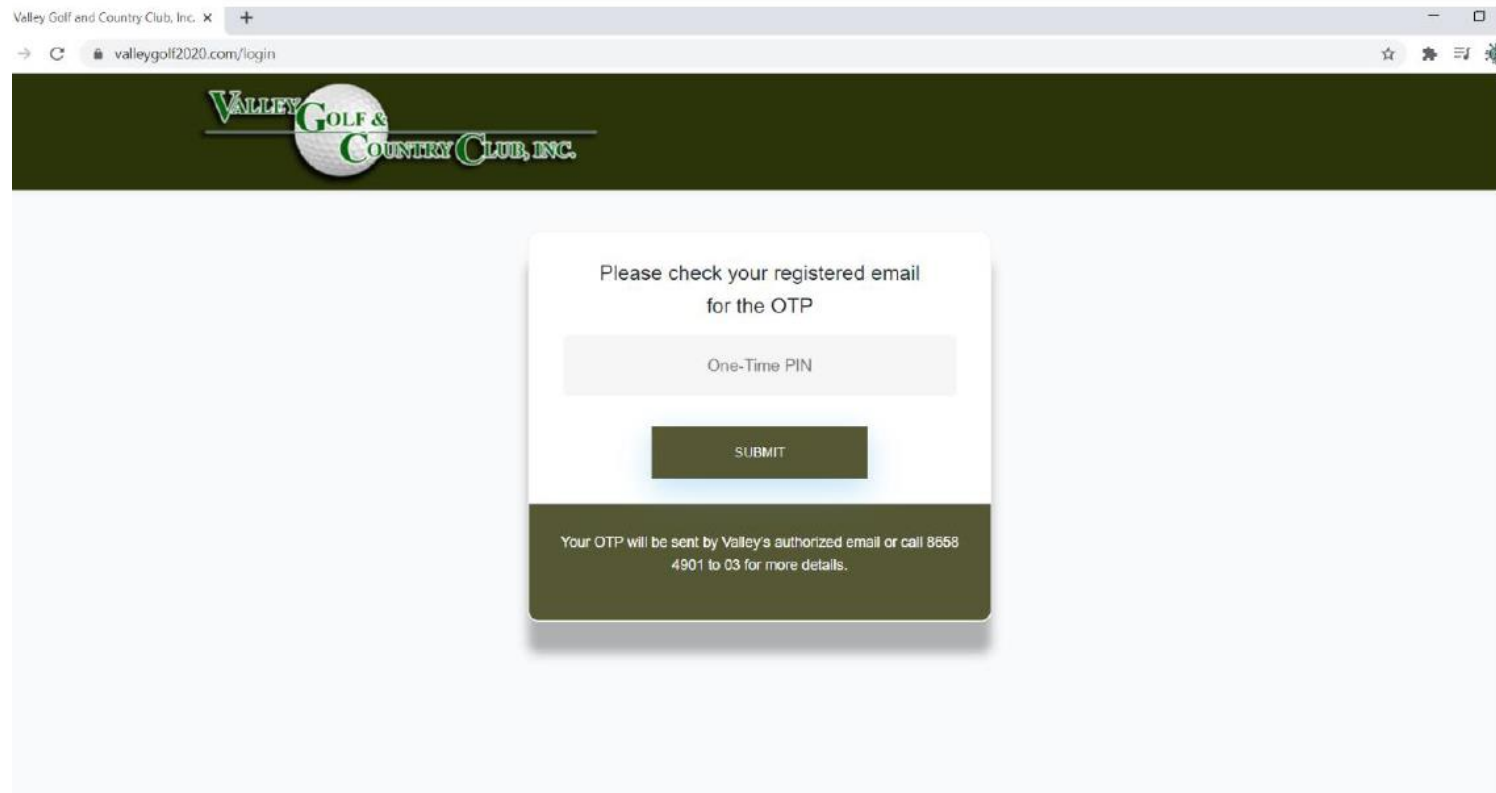
# How to access our 2021 Stockholders website

Kindly check your email. Click message from E Voting System to get your one time pin.



# How to access our 2021 Stockholders website

*Please type your account number and your registered email address.  
Click Request OTP*



# How to download proxy

*Click DOWNLOAD PROXY FORM*

The screenshot shows a web portal interface with a dark green background. At the top right, there is a greeting "Hi," followed by a redacted name, and the account number "ACCT NO - 1004". Below this, there is a grid of eight buttons, each with an icon and a label. The button for "DOWNLOAD PROXY FORM" is highlighted with a red border. The buttons are arranged in three rows: the first row has three buttons, the second row has three buttons, and the third row has two buttons.

| Icon | Label                           |
|------|---------------------------------|
|      | NOTICE OF STOCKHOLDERS' MEETING |
|      | SUMMARY OF BOARD RESOLUTIONS    |
|      | RULES AND PROCEDURE             |
|      | LIST OF CANDIDATES              |
|      | CALENDAR OF ACTIVITIES          |
|      | DOWNLOAD PROXY FORM             |
|      | UPLOAD PROXY FORM               |
|      | CASTING OF VOTE                 |

# How to download proxy

*A small screen will appear, click download.*

*A downloaded file will display at bottom of your screen or right click at the start button, click File Explorer then click Downloads.*

The screenshot displays a web application interface with a dark theme. A modal dialog box titled "Download Proxy" is centered on the screen. The dialog contains a table with two rows, each representing a download item. The first row has a file icon, the number "-1", and a red "Download" button. The second row has a file icon, the number "-2", and a green "Download" button. A red box highlights the first "Download" button. Below the table is a red "Close" button. The background interface includes a top navigation bar with a "LOGOUT" link, a user greeting "Hi, [redacted]", and "ACCT NO - 1004". The main content area features a grid of menu items: "MEETING", "SUMMARY OF BOARD RESOLUTIONS", "RULES AND PROCEDURE", "LIST OF CANDIDATES", "CALENDAR OF ACTIVITIES", "DOWNLOAD PROXY FORM", "UPLOAD PROXY FORM", and "CASTING OF VOTE". On the left, there are sections for "Annual Stockholder's Meeting(s)" and "Calendar of Activities", with a table showing "KEY DATES" and "DESCRIPTION" and a note "-- NO ANNOUNCEMENT POSTED --".

| KEY DATES                    | DESCRIPTION |
|------------------------------|-------------|
| -- NO ANNOUNCEMENT POSTED -- |             |

| Icon | Count | Action   |
|------|-------|----------|
|      | -1    | Download |
|      | -2    | Download |

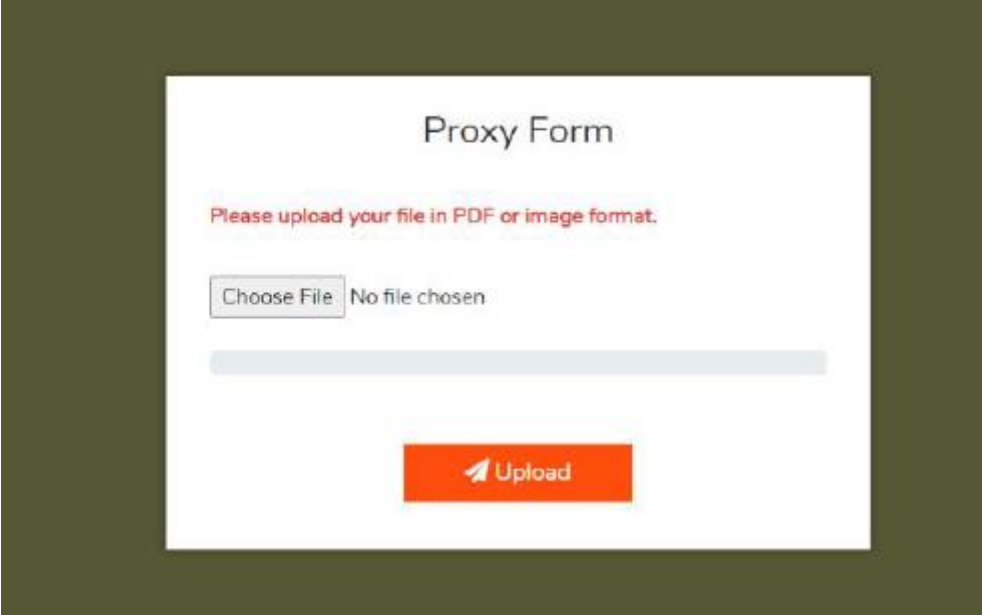
# How to SEND your downloaded proxy

*Please click upload.*

|  |  |  |
|--|--|--|
| <br>NOTICE OF STOCKHOLDERS' MEETING | <br>SUMMARY OF BOARD RESOLUTIONS | <br>RULES AND PROCEDURE |
| <br>LIST OF CANDIDATES              | <br>CALENDAR OF ACTIVITIES       | <br>DOWNLOAD PROXY FORM |
| <br>UPLOAD PROXY FORM             | <br>CASTING OF VOTE            |  |

# How to SEND your downloaded proxy

*Please scan the filled up downloaded proxy and upload to our system.  
Click on Choose File .*

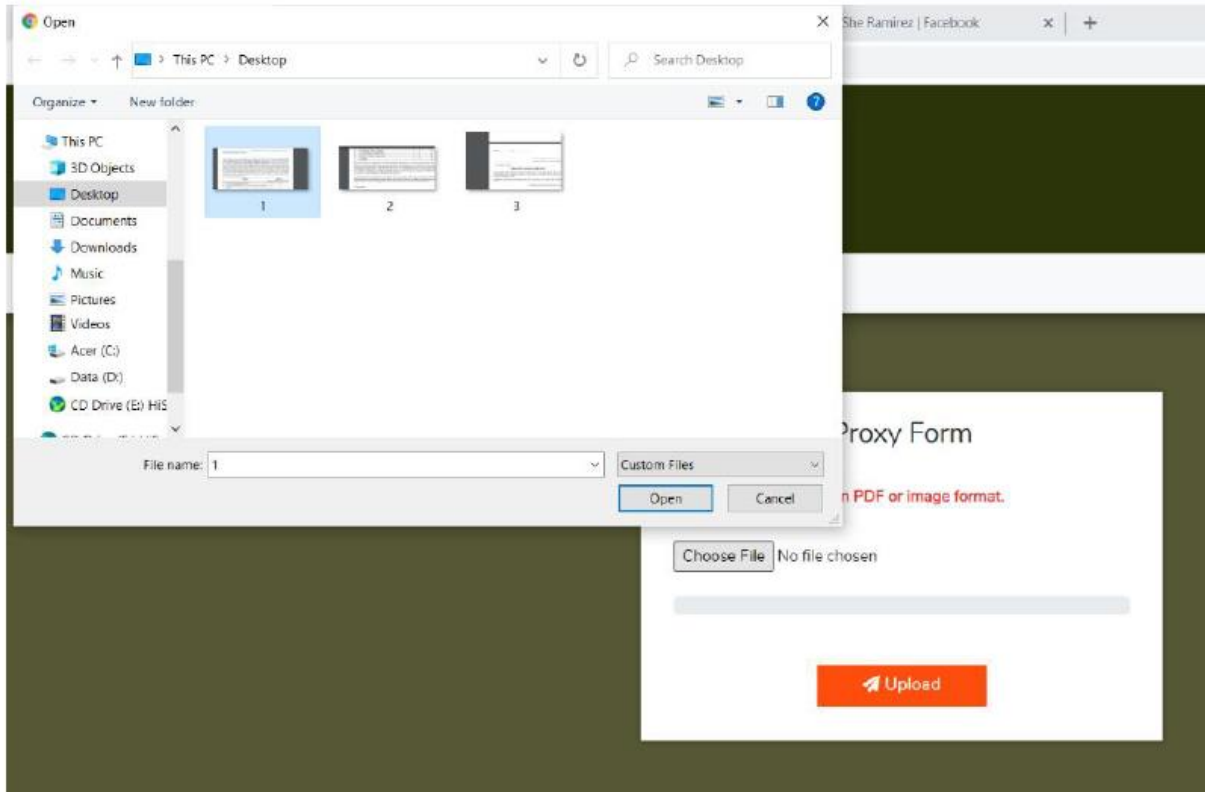


The image shows a web form titled "Proxy Form" with a white background and a dark olive green border. At the top center, the text "Proxy Form" is displayed in a grey font. Below this, a red instruction reads "Please upload your file in PDF or image format." Underneath the instruction is a file selection area consisting of a "Choose File" button and the text "No file chosen". A light blue horizontal bar is positioned below the file selection area. At the bottom center of the form is a red "Upload" button with a white paper plane icon to its left.



# How to SEND your downloaded proxy

*A directory will appear, please on location where you stored the scanned proxy form.  
Then click upload.*



# **How to SEND your downloaded proxy**

*Or you can send email directly to [admin@valleygolf.com.ph](mailto:admin@valleygolf.com.ph)*

*Thank you.*