

HORRY ELECTRIC COOPERATIVE, INC.

A Touchstone Energy® Cooperative 
The power of human connections

Instructions for Non-Person Member Registration and Voting Document

The Cooperative's bylaws provide that "[v]oting by members other than natural persons shall be allowed upon the presentation to the Cooperative prior to, or upon registration at, each annual member meeting satisfactory evidence entitling the person presenting the same to vote."

"Satisfactory Evidence" may be established by submission of a completed Horry Electric Cooperative, Inc., Member Voting Document. The document can be obtained at any Horry Electric Cooperative, Inc. office through or downloaded from the MyEnergy Online member portal on Horry Electric's website at <http://www.horryelectric.com/>. ***The Voting Document form will NOT be available at the Annual Member Meeting.***

Alternatively, non-person entities may establish voting credentials by submission of a suitable corporate resolution. Any such resolution must be signed by an official of the Member Entity and notarized by a Notary Public that does not work for the Cooperative. ***Cooperative employees are prohibited from notarizing resolutions.***

The Member Entity's representative must satisfy one of the following criteria:

_____ **Corporation (including non-profit corporations) or LLC** – The representative is an officer, director or manager, and/or has been officially designated to represent the corporation or company.

_____ **Partnership** – The representative is a partner in the partnership, and/or has been officially designated to represent the partnership.

_____ **Church** – The representative is the pastor, deacon, and/or other officially designated representative.

_____ **Other Legal Entity** – The entity (e.g., body politic, Federal agency, or political subdivision) has a separate legal standing and has officially designated its representative.

Note Regarding Sole Proprietorships and Assumed Names – Members that are conducting business as sole proprietors or otherwise under an assumed name are required to maintain their account in their personal capacities. Since the bylaws prohibit members from maintaining more than one (1) membership, such members will not be entitled to an additional vote under the name of their business or trade.

Note Regarding Resolutions: If the authorization is in the form of a resolution, the resolution must include each of the following:

- The Member Entity's name, address, phone number and account number;
- One of the following:
 - An original or copy of a Certificate of Existence issued by the South Carolina Secretary of State's Office, **or**
 - A statement indicating, along with facts demonstrating, the Member's existence as a separate legal entity.
- The Representative's name;
- A statement indicating that Member Entity has selected the named Representative to vote the Member Entity's interests at the designated annual meeting(s); and
- A notarized signature from the appropriate official of the Member Entity.

Questions?

Please direct questions to Jodi Jordan at 843.369.6270. We encourage you to address any questions or concerns ***at least 10 days*** before the Annual Member Meeting.