VOTING INSTRUCTIONS

1. Read the ballot carefully before marking. The left side of the ballot shows how many candidates you can vote for in each position.

2. You have an option of either:
   A) voting for a **slate** by marking an **X** in the slate box at the top of the column. The vote for a slate is counted as a vote for every member of the slate.
   
   **OR**

   B) voting for **individual candidates** by placing an **X** in the box to the left of the candidate’s name.

3. **IF YOU VOTE FOR A COMPLETE SLATE, UTILIZING THE SLATE BOX AT THE TOP OF THE BALLOT, DO NOT CAST ANY OTHER VOTE ON THE BALLOT.**

   **EXCEPTION: IF THERE IS NO CANDIDATE FOR A PARTICULAR OFFICE ON THE SLATE YOU VOTED FOR, YOU MAY ALSO VOTE FOR ANOTHER CANDIDATE FOR THAT PARTICULAR OFFICE. BUT IF YOU VOTE FOR MORE CANDIDATES THAN AUTHORIZED FOR ANY POSITION, YOUR VOTE FOR THAT POSITION WILL BE INVALID.**

4. This is a secret ballot. Do not sign or make any marks on either the ballot or the **SECRET BALLOT** envelope.

5. Place your marked ballot in the **SECRET BALLOT** envelope and seal it. Then place the sealed envelope inside the postage-paid business reply envelope addressed to the American Arbitration Association.

6. **DO NOT DAMAGE YOUR NAME AND ADDRESS OR THE CONTROL NUMBER ON THE BACK OF THE BUSINESS REPLY ENVELOPE.** The American Arbitration Association will use this information solely to verify your eligibility to vote in this election. The secrecy of your vote will be protected because the **SECRET BALLOT** envelope will be separated from the business reply envelope, and then mixed with other **SECRET BALLOT** envelopes before they are all opened and counted. **ENVELOPES WITH DAMAGED VOTER INFORMATION WILL NOT BE COUNTED.**

7. Mail the business reply envelope as soon as possible. No postage is necessary if mailed in the United States. **THE AMERICAN ARBITRATION ASSOCIATION MUST RECEIVE BALLOTS VIA U.S. MAIL NO LATER THAN 5:00 P.M. ON TUESDAY, DECEMBER 7, 2021, IN ORDER TO BE COUNTED. NO BALLOTS MAY BE RETURNED TO THE AAA IN PERSON.**

8. The tabulation of ballots will take place on Wednesday, December 8, 2021, starting at 9 a.m. at the New York Marriott at the Brooklyn Bridge, 333 Adams St., Brooklyn, NY 11201.

**DO NOT CUT OR SIGN THIS BALLOT.**

TO VOTE, PLEASE SEE REVERSE SIDE