



**VIEWING INSTRUCTIONS FOR THE
TICO ANNUAL GENERAL MEETING (AGM)
on June 29, 2021**

Attending via Zoom

1. A few minutes before the start time, click the following link on your computer to join the meeting:
<https://zoom.us/j/94645352756?pwd=NIBOUi9WdGNCZ2J4b1I2ZkkwdUQrUT09>

To join by phone:

- +1 647 558 0588 Canada
- +1 778 907 2071 Canada
- +1 204 272 7920 Canada
- +1 438 809 7799 Canada
- +1 587 328 1099 Canada
- +1 647 374 4685 Canada

Meeting ID: 946 4535 2756

Passcode: 741001

2. All attendees will be asked to provide some registration information prior to joining the meeting so that TICO has a record of who attended the meeting.
3. All attendees will be muted during the meeting to avoid background noise and disruptions.
4. Members of the public attending via Zoom will be able to view the meeting presenters and PowerPoint presentation, and to ask questions through the online chat feature during the Question-and-Answer Session but will not be able to vote at the meeting.
5. If you are a member in good standing and wish to vote at the meeting, you need to register by sending an email with your name and registration number to ticoagm@tico.ca by June 25, 2021, at 4:30 p.m. Materials and instructions regarding how to vote will be sent out separately to members who register. If you do not register, you will not receive the polls to vote.

6. To access the chat feature, click Chat in the meeting controls at the bottom of the screen. This will open the chat window where you can type your message.
7. Chat messages will be directed to Tony Aramouni, TICO's Director of Information Technology, who is the host for the meeting.
8. We will have a staff member monitoring the chat window and relaying questions to the presenters at the podium.
9. Please limit use of the chat box to questions only so that we can easily see and respond to your queries.
10. If it is not possible to answer all questions during the time available, TICO will post answers on the website following the meeting.
11. The Agenda and Minutes from the last AGM are available on the website for your review prior to the meeting. TICO's 2021 Annual Report & Business Plan will be posted on the website by noon on June 28, 2021.