

HOLLYMEAD CITIZENS ASSOCIATION INC  
PROXY

(See reverse side for instructions)

ANNUAL MEMBERS MEETING

November 14<sup>th</sup>, 2022

The undersigned hereby appoints the below individual as Proxy.

\_\_\_\_\_ (Please print Legibly)

Or, if blank, The Secretary of the Association.

The Proxy holder may attend and represent the undersigned at the Annual Meeting to be held on Monday, November 14<sup>th</sup>, 2022, at 7:00 p.m. and any lawful adjournment thereof. The Proxy holder may vote on all issues and motions allowable by law and the Associations governing documents.

This proxy is valid for no more than 11 months from the date of the original planned meeting. This proxy is valid only for the 2022 annual meeting for which it is given or if a quorum is not achieved, for any subsequent attempt to meet a quorum until 11 months is passed or a quorum is achieved. This proxy is revocable by the property owner provided that written notice of revocation be delivered to the Association before the scheduled meeting for which it is intended. This proxy shall be void if it is not signed and dated.

Uninstructed Proxy: The person named in the Proxy may cast my/our votes on any issue arising during the annual meeting to be voted on by members as he/she sees fit.

PROPERTY ADDRESS: \_\_\_\_\_

DATED: This \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
PROPERTY OWNERS NAME (PRINTED)

\_\_\_\_\_  
PROPERTY OWNERS SIGNATURE

## PROXY INSTRUCTIONS

A Proxy is for the purpose of appointing another person to attend the meeting on your behalf, and, when allowed, vote for you in the event that you might not be able to attend. If you plan to attend the meeting and vote, then there is no need for you to return the Proxy form.

To complete and submit the Proxy form:

1. If you would like to appoint a specific individual as Proxy holder, write in the name of the Proxy holder on the designated line. The Proxy holder name must be legible. In the event that there is no name, the Secretary of the Association will be the Proxy holder. If you have selected an individual to be a Proxy holder, please inform them of this designation.
2. Check the powers you wish to grant to the proxy holder (for quorum purposes only or uninstructed).
3. Complete the date in the appropriate space (Required).
4. Print your name in the appropriate space (Required).
5. Sign the document (required).
6. Return the Proxy form for the Annual Members Meeting by:
  - a. Mailing the Proxy to local Associa Community Group Office.
    - i. 1254 Insurance Lane, Suite C, Charlottesville, VA 22911
  - b. Email the form to Mark McEldowney - [MMcEldowney@communitygroup.com](mailto:MMcEldowney@communitygroup.com)

It is encouraged that the Proxy form be submitted well in advance of the meeting to avoid delay in registration.

The Proxy form must be received before the commencement of the meeting to be valid.

Note, if you appoint someone as your Proxy holder and later decide you will be able to attend the meeting in person, you may withdraw your Proxy when you register at the meeting.