

# BOARD CANDIDATE NOMINATION FORM

*This form must be sent out to each unit owner at least 30 days before the preparation of election ballots.*

A meeting of the units' owners must be held at least once each year, at which time ballots for the election of members of the executive board must be opened and counted. The election for \_\_\_\_\_ has been scheduled for \_\_\_\_\_. There will be \_\_\_\_\_ vacancies, \_\_\_\_\_. If you are a unit owner interested in running for the association's board of directors, please complete and submit the following information:

**YOUR NAME** \_\_\_\_\_

**ADDRESS OF UNIT OWNED** \_\_\_\_\_  
(Street) (City) (State)

**ELIGIBILITY** (place 'T' for true, 'F' for false on the lines below):

- \_\_\_\_\_ I do not reside in a unit with, am not married to, am not domestic partners with, or related by blood, adoption or marriage to another person who is also a member of the executive board or is an officer of the association.
- \_\_\_\_\_ I do not stand to gain any personal profit or compensation of any kind from a matter before the executive board.
- \_\_\_\_\_ I do not perform the duties of community manager for this association, nor does my spouse, parent or child, by blood, marriage or adoption.
- \_\_\_\_\_ (Master Association) I do not perform the duties of community manager for the master association, or any association that is subject to the governing documents of a master association, nor does my spouse, parent or child, by blood, marriage or adoption.
- \_\_\_\_\_ In this community, I am: the record owner of a unit; an officer, employee, agent or director of a corporate owner of a unit; a trustee or designated beneficiary of a trust that owns a unit; a partner of a partnership that owns a unit; a member or manager of a limited-liability company that owns a unit; or a fiduciary of an estate that owns a unit.
- NOTE:** If you are not the record owner, you must file proof in the records of the association that you are associated with the corporate owner, trust, partnership, limited-liability company or estate and identify the unit or units owned.

If you are deemed eligible, your name will be placed on the ballot and your disclosures (page 2) will be distributed to each member of the association. In order to complete the nomination process, you *must* complete and submit page 2 of this form.

**The executive board has determined to use the "duly elected" process described below:**

*NRS 116.31034(5)... "If, at the closing of the prescribed period for nominations for membership on the executive board, the number of candidates nominated for membership on the executive board is equal to or less than the number of members to be elected to the executive board at the election, then: (a) The association will not prepare or mail any ballots to units' owners pursuant to this section; and (b) The nominated candidates shall be deemed to be **duly elected** to the executive board at the meeting of the units' owners at which the ballots would have been counted pursuant to paragraph (e) of subsection 15."* In this scenario, candidates may reside with or be related to another board member, unless one of them owns 75% or more units in the community and together these owners would constitute a majority of the board.

**YOUR SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**RETURN COMPLETED FORM TO**  
**BY** \_\_\_\_\_ **(late or incomplete submissions will not be accepted).**

If you are deemed eligible and would like to communicate **campaign material**, other than the one page Candidate Informational Statement, directly to units' owners at your own expense, you can request to receive a list of mailing addresses in the community (not to include any names): in paper format at a cost not to exceed 25¢ per page for the first 10 pages and 10¢ per page thereafter; by compact disc at a cost of not more than \$5; or by email at no cost. At the time of request, you will be required to provide a signed written statement stating that you will not use the list of addresses for any purpose other than communicating campaign material. If you refuse to sign this statement, the association or its agent may refuse your request for addresses.

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A meeting of the units' owners must be held at least once each year, at which time ballots will be opened and counted to determine those elected to the executive board, or candidates will be deemed to be duly elected to the executive board. The annual meeting for \_\_\_\_\_ has been scheduled for \_\_\_\_\_. The unit owner listed below submitted his/her nomination form and was deemed eligible to serve on the association's board of directors:

**CANDIDATE NAME** \_\_\_\_\_

As required pursuant to NRS 116.31034(9), please see the candidate's disclosure statements below:

### REQUIRED DISCLOSURES

Please disclose any financial, business, professional or personal relationship or interest that would result or would appear to a reasonable person to result in a potential conflict of interest if you were to be elected to serve as a member of the executive board:


Please disclose whether or not you are a member in good standing, meaning that you have no unpaid and/or past due assessments or construction penalties due to the association:


Not being in good standing or having a perceived conflict of interest does not make a candidate ineligible pursuant to Chapter 116. Pursuant to NRS 116.3103(1), however, "officers and members of the executive board are subject to conflict of interest rules governing the officers and directors of a nonprofit corporation," and pursuant to NRS 116.31031(9), a member of the executive board cannot participate in any hearing or cast any vote relating to a fine if the member has not paid all assessments which are due to the association.

Candidates further have the option to complete and submit a **Candidate Informational Statement** along with this form to provide voting members with additional information as to their qualifications and reasons for running. The informational statement must be no longer than a single, typed page and cannot contain any defamatory, libelous or profane information (see next page). Unless otherwise requested, this statement will be sent to unit owners before the election, at the association's expense.

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## CANDIDATE INFORMATIONAL STATEMENT

Candidates have the option to use this space to tell units' owners a little bit more about themselves and why they should be elected to sit on the association's board of directors. This statement must be no longer than a single, typed page and cannot contain any defamatory, libelous or profane information. If completing by hand, please make sure the information is legible.

CANDIDATE NAME \_\_\_\_\_
