

CRYSTAL SPRINGS HOMEOWNERS ASSOCIATION, INC

**PROXY**

Special HOA Meeting Called by the President

November 17th, 2024

**DESIGNATED VOTER REQUIRED**

KNOW ALL PERSONS BY THESE PRESENTS, that the undersigned hereby appoints the Secretary of the Association or \_\_\_\_\_ (name of person that will attend meeting and vote as your proxy), with the power of substitution for and in the name, place and stead of the undersigned, to appear and represent the undersigned at the Meeting of the Association to be held on November 17, 2024.

DATED: this \_\_\_\_\_ day of \_\_\_\_\_, 2024

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

\_\_\_\_\_  
SIGN DESIGNATED VOTER'S NAME  
(Property owner designated voter)

\_\_\_\_\_  
PRINT DESIGNATED VOTER'S NAME

This proxy is revocable by the property owner and is valid only for the meeting for which it is given and any lawful adjournment. In no event is the proxy valid for more than ninety (90) days from the date of the original meeting for which it was given.

**PROXY INSTRUCTIONS**

- **If you plan to attend the meeting a proxy is not needed.**
- A proxy is for the purpose of appointing another person to attend the meeting for you in the event that you might not be able to attend. It must be signed by the Designated Voter (property owner) in order to be valid.
- Designating a proxy if you cannot attend enables the association to count your property for purposes of establishing a quorum
- If joint property owners (such as husband and wife) have designated one as the designated voter and he/she will not be able to attend the meeting then the other can give his/her proxy to the one that can attend
- The Proxy should be submitted to the Association Secretary prior to the scheduled time of the meeting. It may be emailed to [crystalspringsmonroviahoa@gmail.com](mailto:crystalspringsmonroviahoa@gmail.com) or mailed to Kimberly Blank, CS HOA Secretary/Treasurer, 103 Crystal Springs Drive at least 2 days prior to the meeting.
- If you appoint someone as your Proxy and later decide to attend the meeting in person you may withdraw your Proxy when you register at the meeting.