

**FIRST NOTICE OF DATE OF ANNUAL MEETING
AND BOARD ELECTION OF
JADE BEACH VILLAS EAST ASSOCIATION, INC
AND PROCEDURE FOR QUALIFYING FOR BOARD**

TO ALL MEMBERS:

- On Friday, February 14th, 2025, at 3:30 PM at the Community Room of the western building of Jade Beach Villas Association, Inc. 1751 S. Ocean Blvd, Lauderdale by the Sea, Florida 33062, the Annual Meeting of the Association will be held for the purpose of electing directors and such other business as may lawfully be conducted. Subsequent to this "FIRST NOTICE" you will receive a "SECOND NOTICE OF ANNUAL MEETING" which Notice will specify the agenda and advise of other important information concerning the Annual Meeting.

The purpose of this Notice is to advise you of the date, time and place of the Annual Meeting and Election and to inform you of the process for qualifying for the Board.

QUALIFYING FOR THE BOARD

On or before January 5th, 2025, you must give written notice, either by mail or in person to the Association, of your desire to run for the Board, addressed to the Association's mailing address: Jade Beach Villas East Association, Inc. c/o Oxygen Association Services, LLC. 361 East Hillsboro Blvd Deerfield Beach, FL 33441. The attached "Notice of Intent to be a Candidate for the Board" may be used for that purpose.

You may submit an Information Sheet, no larger than 8 ½ inches by 11 inches, containing your qualifications and/or platform for office. This Information Sheet must be submitted to the Association on or before January 10th, 2025.

The Information Sheet and ballots will be mailed to voting members, with the Second Notice of the Annual Meeting, not less than FOURTEEN (14) days prior to the date of the Annual Meeting.

VOTING CERTIFICATE

A voting certificate is being provided to determine who the voting representative will be for your unit if your unit is owned by more than one person or a corporation. Please note the following information about VOTING CERTIFICATES:

- 1) A voting certificate is for the purpose of establishing who is authorized to vote for a unit owned by more than one person (except for husband and wife) or a corporation. A voting certificate is NOT needed if the unit is owned by only one person.
- 2) A voting certificate is NOT a proxy and may not be used as such. Only an owner or the appropriate corporate officer may be named on a voting certificate, not a third party.
- 3) A voting certificate must be signed by all of the owners of the unit or the appropriate corporate officer.
- 4) A voting certificate is enclosed with this notice for your use, if needed.
- 5) The person designated in the voting certificate will receive the Second Notice pertaining to the election of directors and be authorized to cast the ballot for the election.

Dated: December 12th, 2024

BY ORDER OF THE BOARD OF DIRECTORS

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**NOTICE OF INTENT TO BE
A CANDIDATE FOR THE
BOARD OF DIRECTORS OF
JADE BEACH VILLAS EAST ASSOCIATION, INC**

I, (print name) _____, hereby place my name in nomination as a candidate for the Board of Directors. I (circle one) am / am not enclosing an Information Sheet about myself. I understand that I am responsible for the accuracy of the information contained in the Information Sheet.

UNIT NUMBER _____

Date: _____

Unit #: _____

SIGNATURE: _____

NOTE: Under the amended provisions of the Condominium Act, Florida Statute 718, a person is not eligible to serve as a board member if he or she:

- (i) **has been convicted of a felony by any court of record in the United States and who has not had his or her right to vote restored pursuant to law in the jurisdiction of his or her residence.**
- (ii) **is delinquent in the payment of any fee or assessment; or**
- (iii) **has been suspended or removed by the Division of Condominiums, Time Shares and Mobile Homes.**

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CERTIFICATE OF APPOINTMENT
OF VOTING REPRESENTATIVE

To the Secretary of
Jade Beach Villas East Association, Inc.
(the "Association")

THIS IS TO CERTIFY that the undersigned, constituting all of the record owners of Unit
(Apartment) No. _____ in Jade Beach Villas East Association, Inc. have designated:

(Name of Voting Representative)

as their representative to cast all votes and to express all approvals that such owners may be entitled
to cast or express at all meetings of the membership of the Association and for all other purposes
provided by the Declaration, the Articles and By-Laws of the Association.

The following examples illustrate the proper use of this Certificate:

- (i) Unit owned by John Doe and his brother, Jim Doe. Voting certificate required designating either John or Jim as the Voting Representative (NOT A THIRD PERSON).
- (ii) Unit owned by Overseas, Inc., a corporation. Voting Certificate must be filed designating an officer or director entitled to vote, signed by the President or Vice-President of Corporation and attested by Secretary or Assistant Secretary of Corporation.
- (iii) **Unit owned by John Jones. No Voting Certificate required.**
- (iv) **Unit owned by Bill and Mary Rose, husband and wife. Voting Certificate NOT required.**

This Certificate is made pursuant to the Declaration and By-Laws and shall revoke all prior certificates and be valid until revoked by subsequent Certificate.

DATED the _____ day of _____, 20____

OWNER

OWNER

OWNER

NOTE: This form is not a proxy and should not be used as such. Please be sure to designate one of the joint owners of the unit as the Voting Representative, not a third person.