

## Choose the Right Ballot Box

There are TWO different Ballot Drop Boxes in Sudden Valley for TWO different ballots. The box just before the Security turnaround and guard house in Gate 1 is the Whatcom County Ballot Box. Do not place your Sudden Valley AGM ballots in the Whatcom County Ballot Box. Place your red-and-white Whatcom County ballot envelope in this box.

Sudden Valley's AGM Ballot Box is located in the Clubhouse lobby next to the El Agave restaurant entrance. Place your PINK SV/AGM ballot envelopes in this Clubhouse ballot box.

NOTE: SVCA ballots must be in the SVCA Ballot Box by 4:30 PM on Friday, November 1st.

## Make Your Vote Count

Your Packet contains an Election Booklet, an Official Ballot with instructions on the backside, and 2 Ballot Envelopes: 1 secrecy envelope and 1 return envelope. If your Voting Packet has not arrived by October 4, call UniLect Election Services' Duplicate Ballot Request Call Center at 866-466-6455. Operators are available 24/7 throughout the voting period.

## Ways to Cast Your Ballot

Start by reading the instructions on the back of your Official Ballot and on the last two pages of the Voter Booklet. Then be sure to place your marked ballot into the secrecy envelope and place both into the return envelope. Seal and SIGN the return envelope. If you mistakenly sealed your envelope without the ballot inside, open your envelope, insert the ballot, and tape the envelope shut. If you are voting multiple properties, be sure to SIGN each return envelope. Each ballot must be cast separately in its own return envelope.

### Voting by Mail

If you choose to Mail your ballot, do so early. Your ballot must be received at UniLect's Pacific Palisades, CA Post Office box by 12:00 PM (noon) on Friday, November 3rd. We suggest mailing your return envelope no later than Friday, October 20. Return postage is provided if mailed within the USA. Out of country

owners will need to mail their ballots earlier AND provide postage on their return envelope.

#### Use the Ballot Box

If you choose to Drop your ballot at the SVCA Ballot Box, place your signed and sealed pink return envelope (with ballot inside) into the SVCA Ballot Box no later than 4:30 PM on Friday November 3rd. The SVCA Ballot Box is located next to El Agave inside the Clubhouse at 4 Clubhouse Circle. N&E Committee members remove the Ballot Box promptly at 4:30 PM on Friday, so do not be late.

#### Vote in Person

All is not lost if you do not mail your ballot in time, or you miss the drop box deadline. In-person voter registration is Saturday, November 2, 2024 from 9 AM to 12:30 PM on the lower floor of the Community Center. You will be issued a new ballot at registration on which to cast your vote. You may mark your new ballot during registration and deposit it in a Ballot Box at the Community Center; OR you can wait and cast your new ballot from the floor during the Annual General Meeting. The Annual General Meeting starts at 1:00 PM in the Dance Barn.

#### Proxy Voting

If you choose to assign a proxy to vote in your place, you must request an original SVCA proxy form. Beginning October 1, send a written, signed, hard copy request to the N&E Committee, in care of the SVCA Administration Office, 4 Clubhouse Circle, Bellingham, WA 98229. You will be sent a proxy voting form and instructions on how to complete it. Additional information is posted below, "How to Vote a Proxy." To be valid, your completed, notarized proxy must be returned in a sealed return envelope addressed to the N&E Committee, in care of the SVCA Administration Office, 4 Clubhouse Circle, Bellingham, WA 98229 no later than 4:30 PM on November 1, 2024.

No matter how you decide to do it, PLEASE VOTE!

## Be a Member in Good Standing

Members who cast their ballot must be members in good standing for their full ballot to be counted. Members in good standing can vote on the Budget, the Bylaw Amendments and the Candidates sections of the ballot. If a voter is not in good standing, only their vote on budget section of the ballot is counted.

A member in good standing is defined as "current in payment." The SVCA Bylaws say:

*Article I Section 2(a):*

*A member "in good standing" is any person who is current in the payment of all annual dues and assessments and all special assessments, and any charges associated therewith for each lot owned, including any and all use fees and monetary fines or penalties established pursuant to these Bylaws. A member is "current in the payment" if such member has*

*(i) made payment in full, or*

*(ii) has entered into a written payment plan authorized by the Board of Directors (hereinafter referred to as the "Board") and is not in default thereof.*

Members have a last chance to become current in payment during in-person voter registration on the morning of the AGM (Saturday, November 2) from 9 AM to 12:30 PM on the lower floor of the Community Center (also known as Barn 8, or the Dance Barn).

## How to Vote by Proxy

- SVCA members may vote by proxy at the Annual General Meeting (RCW 64.38.120).
- Beginning October 1, 2024, a member wishing to vote by proxy can obtain an original, numbered, SVCA proxy form by addressing a written, signed, hard-copy request to the N&E Committee, in care of the SVCA Admin Office, 4 Clubhouse Circle, Bellingham, WA 98229. Instructions on how to complete the form are included with the form.
- Return your completed proxy directly to the SVCA offices in a sealed return envelope addressed to the N&E Committee in care of the SVCA Admin Office, 4 Clubhouse Circle, Bellingham, WA 98229 no later than Friday, 4:30 PM November 1st, 2024.
- If you are an owner of multiple lots, a proxy must be executed and submitted individually for each lot.
- You are required to designate your preference of a directed proxy or a general proxy by checking either of the two boxes on the form and completing information for that section.
- You will need to date and sign the proxy and have it notarized.
- Once you have completed the form you will need to deliver the proxy to your designated proxy agent in time for them to date, sign and have the form notarized and returned to the N&E Committee to register.

- To be valid, the proxy must be returned directly to the SVCA offices in a sealed return envelope addressed to the N&E Committee in care of the SVCA Admin Office, 4 Clubhouse Circle, Bellingham, WA 98229 no later than 4:30 PM November 1st, 2024.
- A completed proxy may be dropped in the SVCA Ballot Box or mailed as directed above.
- The N&E Committee will register your proxy and issue a receipt to your agent to allow them to obtain a special ballot during the in-person voter registration Saturday, November 2nd, from 9 AM to 12:30 PM on the lower floor of the Community Center. A proxy may only vote at the AGM meeting. The proxy's ballot will be collected with any other ballots voted from the floor of the meeting.
- The designated agent (proxy) must be a SVCA member in good standing and remain so while serving as an agent. Proxy agents cannot give anything of value to a member to be designated the member's proxy. Proxy agents cannot receive anything of value in return for their services. A proxy agent cannot accept more than 5 proxies per AGM or SGM. (N&E Manual §5.7)

## How to Replace a Ballot

- If you need to replace your ballot, or have not received your ballot by Wednesday, October 2nd, 2024, call UniLect's Ballot Request Call Center toll-free at 1-866-466-6455 as soon as possible to request a duplicate ballot. You will need to let operators know you are with SVCA and provide further identifying information. Operators are standing by and available 24/7 throughout the balloting period. Replacement ballots ARE NOT available through the Administration Office