

VICTORIA GARDENS HOMEOWNERS ASSOCIATION, INC.

1475 E. Taylor Road, Building A
DeLand, FL 32724

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February 24, 2016

RE: Victoria Gardens Homeowners Association 2016 Board of Directors Election

Dear Victoria Gardens Homeowners Association, Inc. Owner:

This letter serves as a follow up letter to the one previously mailed to all homeowners on January 25, 2016.

There will be a Candidates Assembly sponsored by the Victoria Gardens Advisory Committee on Thursday, February 25th at 4:00 p.m. in the Magnolia Ballroom to afford you the opportunity to meet the candidates running for the one (1) seat available on the VGHOA Board of Directors.

The 2016 Annual Meeting of the Victoria Gardens Homeowners Association, Inc. will be held on Wednesday, March 23, 2016 at 3:00 p.m. in the Magnolia Ballroom of the Club at Victoria Gardens. The agenda for the meeting shall include the announcement of the election results for homeowner representative to the Board of Directors being held later this month.

This letter is to notify each homeowner of the planned election process.

Once again, Survey & Ballot Systems (SBS) has been selected to act as the HOA's representative for the actual election process. This firm has successfully handled prior Victoria Gardens' elections.

On February 24, 2016 voting will open at 9:00 a.m. Paper ballots, instructions on how to complete your ballot, and a return envelope for mailing your ballot have been included with this mailing.

On March 21, 2016 at 11:59 p.m. all voting will be closed. **Please note that your paper ballot must be received by this date and time. If you own multiple properties, please ensure that each ballot is mailed in the separate envelope provided. If your envelope contains more than one ballot, it will be rejected.**

SBS will be in charge of monitoring, verifying and tabulating the voting process and, as stated earlier, the winners of the election will be announced at the Annual Meeting on March 23, 2016.

If you have any questions or require further clarification, please don't hesitate to contact our office at (386) 738-2112.

Sincerely,

Tracy Carter

Tracy Carter, LCAM, CMCA, AMS
Victoria Park Community Manager
Agent for Victoria Gardens Homeowners Association, Inc.