



Call for Candidates

October 26, 2020

Dear Homeowner(s),

As managing agent of **Riverside Point Townhome Owners Association, Inc.**, we are pleased to announce that a Telephonic/Online Annual Election Meeting of the Members has been scheduled for **December 8, 2020**. The purpose of the meeting will be to elect five (5) members to the Board of Directors.

Enclosed with this notice you will find a blank candidacy form. If you would like to nominate yourself or another Member as a candidate for the Board of Directors, please complete the form and **return it to Steven with Essex Association Management via Email, Regular Mail, or Fax by or before the deadline**. Due to the meeting being held telephonically (online), floor nominations and write-in candidates cannot be accepted during the meeting. **In order to ensure that the candidate name is placed on the ballot, the Association must receive the completed Candidacy Form no later than Monday, November 12, 2020 at 5:00 p.m.**

Please return your Candidacy Form to Steven Mammen via:

E-mail: steven@essexhoa.com

Fax: (469) 342-8205, Attn: Steven Mammen

Or you can mail them to:

Riverside Point Townhome Owners Association, Inc.

Attn: Steven Mammen

1512 Crescent Drive, Suite 112

Carrollton, TX 75006

After the Candidacy Forms have been received and the candidates established, we will issue the Telephonic (Online) Annual Election Meeting Notice containing specific instructions for logging into the meeting, the ballot listing all candidates, their candidacy forms for review, the proxy and agenda. In order for your name to be on the ballot, we must receive your candidacy form by or before 5:00 p.m. Thursday, November 12, 2020.

Sincerely,

Essex Association Management, L.P., Managing Agent
On Behalf of Riverside Point Townhome Owners Association, Inc.

cc: HOA File

Enclosures: Candidacy Form

For your name to be included on the Ballot

Please return you candidacy form no later than Thursday, November 12, 2020 at 5:00 p.m.

Essex Association Management, L.P.

1512 Crescent Drive, Suite 112

Carrollton, TX 75006

Phone: (972) 428-2030 Fax: (469) 342-8205

www.riversidepointtownhomes.com