



Call for Candidates

December 1, 2020

Dear Homeowner(s),

As managing agent of **Riverside Point Townhome Owners Association, Inc.**, we wish to advise that we had scheduled a Telephonic/Online Annual Election Meeting of the Members for December 8, 2020. The purpose of that meeting was to elect three (3) members to the Board of Directors. We have rescheduled the Annual Election meeting for **Monday, January 18, 2021**.

Unfortunately, we only received interest from two (2) members and will need a third candidate, at minimum, to complete the positions available on the Board of Directors. With this said, we have enclosed another candidacy notice with hopes of locating additional candidates. 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, December 21, 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. Monday, December 21, 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 Monday, December 21, 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