



CRUMMACK HUSEBY

**BALLOT INSTRUCTIONS FOR
THE SHORES AT LAKE FOREST COMMUNITY ASSOCIATION MEMBERS**

1. Place your completed ballot in the plain unmarked envelope and seal the envelope. Place the sealed plain unmarked envelope in the pre-addressed envelope. Do not write your name or any other identifying information on the ballot or the plain unmarked envelope.
2. Record owner must COMPLETE the upper left-hand corner on the pre-addressed envelope by indicating your name and the address of the property in Casita that entitles you to vote in Association elections, and then sign the pre-addressed envelope. IF YOU FAIL TO INDICATE YOUR NAME AND PROPERTY ADDRESS AND SIGN THE PRE-ADDRESSED ENVELOPE YOUR BALLOT WILL NOT BE COUNTED. Be sure to supply ALL of the information on the pre-addressed envelope, INCLUDING THE ADDRESS OF THE PROPERTY THAT ENTITLES YOU TO VOTE IN ASSOCIATION ELECTIONS.

YOUR BALLOT WILL REMAIN SECRET. Therefore, *it is important not to sign or initial the ballot.* If you lose the pre-addressed return envelope that was sent to you, or need specific information on how to obtain a second ballot because the original ballot is spoiled, damaged or marked erroneously, please contact us at (949) 367-9430, ext. 228 or heather@ch-pm.com.

3. To return your ballot by mail, it must be mailed or delivered by you in sufficient time to reach the Inspector of Election office **on the day before the Election.** Postmarks do not count. Ballots may not be returned via fax or e-mail.
4. If you prefer, you may return your ballot in person to the Inspector of Election at the meeting prior to the time the Inspector of Election announces the polls to be closed.

Thank you!

Insightful. In person. Invaluable.