

Oceanside Terrace Condominium Association, Inc.

c/o Sea Breeze Community Management Services, Inc.

4227 Northlake Boulevard

Palm Beach Gardens, FL. 33410

Phone: (561) 626-0917 Fax: (561) 626-7143

www.seabreezecms.com

December 13, 2019

Re: 1st Notice of 2020 Annual Meeting

Dear Oceanside Terrace Unit Owners:

Date: February 11, 2020
Time: 5:30 pm – Registration will be held from 5:00 pm- 5:30 pm
Location: Palm Beach County Fire Rescue 18
777 North U.S. Highway One
(Burt Reynolds Park)
Jupiter, FL. 33477

The Annual Meeting of the Association will be held for the purpose of electing your Board of Directors and to conduct any lawful business of the Association. The Organizational Meeting will be held immediately following the Annual Meeting, the purpose of which is to elect Officer Positions and Bank Signors.

Qualifying for the Board: To meet the requirements of Florida Statute 718, any unit owner desiring to be a candidate for the Board of Directors must submit a written request to the Association at least forty (40) days prior to the Annual Meeting to be eligible to run for the Board. Enclosed is the Notice of Intent to be a Candidate for the Board of Directors. This Form must be submitted to the office on or before **January 2, 2020.**

You may attach and submit an Information Sheet with your written request on one (1) page not to exceed 8 ½” by 11”, black and white only, either typed or legible hand-written and suitable to copy. The Information Sheet must be received by the Association at least thirty-five (35) days prior to the Election, to be included with the Second Notice of the Annual Meeting. The Information Sheet must be submitted to the office on or before **January 7, 2020.**

Only the names of unit owners who submit their written request will be eligible to be put on the Ballot. The Ballot and related information will be mailed out along with the second notice of the Annual Meeting if there are more candidates than open positions.

Please mark your calendar and plan to attend this important meeting to elect your Board of Directors and to participate in any other Association business that may be addressed at the Annual Meeting.

Sincerely,

On behalf of your Board of Directors
Oceanside Terrace COA, Inc.
Courtney Peace Hagins, LCAM
courtney@seabreezecms.com

Encl: Intent to Run Form, #9 Return Envelope

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2020 NOTICE OF INTENT TO RUN

To: **Oceanside Terrace Condominium Association, Inc.**

Pursuant to Florida Statutes 718, this letter shall constitute my intention to run for the Board of Directors of **Oceanside Terrace Condominium Association, Inc.** at its Annual Meeting election to be held on **February 11, 2020**. The undersigned is properly qualified to run for the Board of Directors.

Date: _____ **Oceanside Terrace Unit Number:** _____

Candidate Signature: _____

Print Name: _____

Please return by mail, fax or email to:

Oceanside Terrace Condominium Association, Inc.
c/o Sea Breeze Community Management Services, Inc.
4227 Northlake Blvd
Palm Beach Gardens, FL 33410
Fax: 561-626-7143
Email: office@seabreezecms.com

If you would like to be a candidate for the Board of Directors, please complete and return this Form no later than **January 2, 2020**.

Thank you.