

# CANYON CREEK HOMEOWNERS ASSOCIATION

## Voting Instructions

There are two envelopes included in this package for your use. Recent changes to California law require that all Directors be elected by Secret Ballot. The ballot must be voted by the owner, placed in the ballot envelope and sealed. We cannot accept unmarked ballots as they will be voided. The ballot envelope will not be opened until the meeting referenced above, and then in public. Please follow the directions below to ensure that your vote is counted:

### First Envelope:

Please vote your Secret Ballot by placing it inside the smaller of the two envelopes and seal the envelope. These envelopes will be opened by the inspectors of election at the public meeting. Make no marks on this envelope that would identify your vote in any way. This applies to voting by mail or at the meeting.

### Second Envelope:

The ballot itself is inserted into the ballot envelope which is then sealed. This envelope is inserted into a second envelope that is sealed and addressed to the inspectors of election of the Association. In the upper left hand corner of the second envelope, the voter prints and signs his or her name, address, and lot, or parcel, or unit number that entitles him or her to vote. The inspectors of election will tally the votes. If your address is not on this envelope the inspectors of election cannot count it and will show it as voided. The Ballot Collector (as defined in the Association's Election Rules), will mark off the secret ballots that it has received prior to the meeting on the sign-in sheet. If you have voted your ballot by mail, you will not receive another ballot at the meeting.

Please feel free to contact the Association with any questions regarding this process as it is important that you vote, and that your vote counts! A quorum of members must return ballots in order for the election to be valid.