



PORTSIDE CONDOMINIUM
HOMEOWNER'S ASSOCIATION
17620 FRONT BEACH ROAD
PANAMA CITY BEACH, FL 32413

FIRST NOTICE OF ANNUAL MEETING & ELECTION OF DIRECTORS

NOTICE is hereby given that the Annual Meeting of the members of Portside Condominium Homeowners' Association will be held on Saturday, October 19, 2024, at 9:00 am Central Time at the Portside Clubhouse located at 17620 Front Beach Road, Panama City Beach, Florida. At this meeting, the members will elect THREE (3) directors for the 2024-2026 year and conduct the Annual Members Meeting.

Provided with this First Notice of Annual Meeting and Election of Directors is a Candidate Nomination Notice, Candidate Information Sheet, and Voter Authorization Certificate. A Second Notice of Annual Meeting which shall include candidate biographies, proxy, and ballot materials, will be sent to all owners later which will be not less than fourteen (14) days prior to the Annual Meeting. Information will be sent electronically if the Owner agrees.

In accordance with Florida Statutes §718.112(2)(d)(4)(a), A unit owner or other eligible person desiring to be a candidate for the board must give written notice of his or her intent to be a candidate to the association. **If you would like to be considered for a Director position and have your name included on the ballot, please submit a Notice of Intent to Run (you may use the enclosed Candidate Nomination Notice – Intent to Run Form) and return it to the Association no later than 5:00 PM CDT on September 9th, 2024 (40 days prior to the Election).**

Candidates are also encouraged to complete a Candidate Information Sheet to be included with the Second Notice. For your convenience, we have provided one for you, which meets Florida statutory requirements. You may submit this Candidate Information Sheet or submit one of your choosing, which shall be printed in black ink or typed; and which, in accordance with Florida Statutes §718.112(2)(d)(4)(a) shall not be larger than one page measuring 8.5 x 11 inches. Submission of a Candidate Information Sheet is optional and shall not be required to have your name included on the ballot. **Members wishing to include a Candidate Information Sheet with the Second Notice must do so no later than 5:00 PM Central Time on September 14th, 2024(35 days prior to the election).**

Nomination Notice, Candidate Info Sheet & Voter Certificate may be submitted in one of the following ways:

Mail: Portside Condominium
17620 Front Beach Road
Panama City Beach, FL 32413

Email: tlink@virtuousmg.com

Hand-deliver: Portside Association Office

Each person submitting a Notice of Intent to Run will receive a written Acknowledgement from the Association Manager. **There will be no other opportunity to submit your Notice of Intent to Run for the Board.**

Posted, mailed, and emailed this 16th day of August 2024

Tammi Link, CAM
Portside Condominium Homeowner's Association

PORTSIDE CONDOMINIUM
17620 Front Beach Road
Panama City Beach, FL 32413

CANDIDATE NOMINATION NOTICE – INTENT TO RUN

With my signature below, I provide notice of candidacy for election to be a director of Portside Condominium Homeowners Association.

Print Name of Candidate: _____

Signature of Candidate: _____

Date: _____

Owner Unit Number/s: _____

A candidate must obtain a written receipt from the Association when delivering a Candidate Nomination Notice.

Please submit this form not later than September 9, 2024 (40 days before the election), in one of the following ways:

Mail: Portside Condominium Homeowners Association.
17620 Front Beach Road
Panama City Beach, FL 32413

Email: tlink@virtuousmg.com

Hand-Deliver: Portside Association Office

Under the provisions of the Condominium Act, a person must be eligible to serve on the Board of Directors at the time of the deadline for submitting a notice of intent to run (40 days before the election).

You will not be eligible for Board Membership if any of the following apply:

- 1. In a condominium with more than 10 units if you and a co-owner of your unit would serve on the Board at the same time unless you own more than one unit or there are not enough eligible candidates to fill the vacancies on the board.*
- 2. You were a director who was suspended or removed by the Division.*
- 3. You are delinquent in the payment of any assessments due to the Association.*
- 4. You were convicted of a felony in Florida or convicted of an offense in another jurisdiction that would be considered a felony in Florida (unless your civil rights have been restored for a period of no less than five (5) years as of the date of the election); and/or,*
- 5. You are a director charged with a felony theft or embezzlement offense involving the Association's funds or property and such criminal charge is pending.*

NOTE: If separately submitted after a candidate's written nomination is delivered, then the Candidate Information Sheet must be returned not later than September 14, 2024 (35 days before the election)

Portside Board of Directors Candidate Information Sheet

By my signature below, I hereby request that my name be placed on the Ballot for the election to occur at the Annual Meeting to be held on Saturday October 19th, 2024. I hereby authorize distribution of the information I have provided below to all members entitled to vote at the Annual Meeting. I further attest to the truth and accuracy of the information provided.

Please Note: All of the following sections are optional and may be completed in any manner that you deem appropriate. Pursuant to FL Statutes, your biographical information shall be limited to one page not larger than 8½ x 11 inches. The Board requests that you please print in black ink or type your responses.

Please submit your biographical information no later than September 14, 2024(35 days before the election via mail or email.

Portside Condominium
176270 Front Beach Road
Panama City Beach, FL 32413

Email: tlink@virtuousmg.com

Print Name: _____

Date: _____

Sign Name: _____

City/State of Residence: _____

Owner Since and Unit Owned: _____

Education Background: _____

Professional Organizations/Memberships: _____

Why would you like to Serve on the Board of Directors? _____

By checking this box, I authorize the Association to publish the following contact information as part of the election notice that will be provided to all members of the Association.

Telephone #: _____

Email: _____



PORTSIDE CONDOMINIUM HOMEOWNERS' ASSOCIATION INC.

VOTER AUTHORIZATION CERTIFICATE

We, the undersigned, being all of the owners of lot/unit _____ do hereby certify that the following (name ONE of the owners) is the authorized voter for the foregoing lot/unit and shall remain such designated voter until this certificate is revoked by subsequent certificate. Please retain a copy for your records.

NAME OF AUTHORIZED VOTER _____ (PLEASE PRINT)

PLEASE NOTE THAT THE NAME OF THE AUTHORIZED VOTER IS THE ONLY PERSON WHO IS AUTHORIZED TO VOTE FOR THE UNIT.

DATE THIS FORM COMPLETED _____

Select the category that describes your form of ownership and sign in the appropriate places:

a) We are all natural people who are owners of the above-described lot/unit.

Owner Signature Owner Signature Owner Signature

b) We are the President or Vice-President and Secretary or Assistant Secretary of the Corporation, which owns the above-described unit.

President/Vice President Signature Secretary/Assistant Secretary Signature

c) I am a General Partner of the general or limited partnership, which owns the above-described lot/unit.

General Partner Signature

d) I am the Manager or Member of a Limited Liability Company, which owns the above-described unit.

Manager/Member

e) I am the Trustee of the Trust, which owns the above-described unit.

Trustee