



# Sugar Beach Owner's Association

8727 Thomas Drive, Panama City Beach, FL 32408

Office: 850-234-2102

## **Instructions for Completing the Election Ballot**

**Balloting for the Election of Officers is secret. Eligible members of the association are entitled to vote on the day of the election by returning the enclosed ballot or online through Vote Now. Once online voting is set up, everyone will receive an email with a link.**

- 1. Mark the ballot for the Candidates of your choice. Please select only four people for the ballot. Do not vote for four or more; your vote will be voided. Do not place any identifying marks on the Ballot; mark four names.**
- 2. Place the completed ballot in the enclosed envelope marked Ballot and seal the envelope securely. If eligible, a separate envelope must be used for each ballot voted. Only one vote per unit. If you are not voting online, please let us know; one will be provided.**
- 3. Place the sealed plain Ballot inside the second envelope addressed to the association Secretary and seal it securely.**
- 4. The eligible voter shall sign the outer envelope and identify the unit the voter represents adjacent to the signature. An envelope not signed will not count.**
- 5. Return the envelope to the Secretary of the Association before or at 10 am on May 3rd.**