

# Amberwoods of Great Falls Homeowners Association

## 2020 Annual Meeting Proxy

THIS PROXY MUST BE FILED WITH THE SECRETARY OF THE ASSOCIATION PRIOR TO THE COMMENCEMENT OF THE MEETING ON **MONDAY, MARCH 30, 2020 AT 6:45 PM AT 11773 HOLLYVIEW DRIVE, GREAT FALLS, VA 22066**, or any subsequent meeting called due to a failure to obtain a quorum at the first attempt to hold the meeting.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I/WE, \_\_\_\_\_ and \_\_\_\_\_, owners of the property located at \_\_\_\_\_, and being members in good standing of the Amberwoods of Great Falls Homeowners Association, under the provisions of Article XI, Section 5 of the Bylaws of the Association, do hereby grant this Proxy as follows (**circle only one of the three options below**):

### OPTIONS:

To the Association Secretary, to cast my/our vote as indicated below (**circle up to TWO names only - you may write in names with the nominee's permission to serve on the Board.**

Nikki Johnson  
\_\_\_\_\_

Raj Khubchandani  
\_\_\_\_\_

- To \_\_\_\_\_, to cast my vote as he/she chooses.  
(name of designated owner)
- For the sole purpose of constituting a quorum at this Annual Meeting of the Amberwoods of Great Falls Homeowners Association, or any adjournment or continuance thereof called due to a failure to obtain a quorum at the attempted Annual Meeting.

This Proxy carries with it the full right to the Proxy holder to cast a proportional vote allocated to said lot as instructed. This proxy shall terminate after the first meeting held on or after the date of the proxy or any adjournment or recess of that meeting held.

\_\_\_\_\_  
Signature of Owner                      Date                      Signature of Owner                      Date

Please email or fax this proxy **prior to March 30, 2020 (3:00pm)**. You may alternately hand deliver it to the Board or its agent (Alliance Community Management) at the Annual Meeting prior to commencement of the meeting at 6:45 PM. Proxies received via mail, fax, and/or email after 3pm on Monday, March 30, 2020 are invalid. We are not responsible for lost, misdirected, or otherwise undelivered mail.

**Amberwoods of Great Falls Homeowners Association**

**Email: maryk@acmva.com Fax: 703.771.7620**

If you cannot attend the Annual Meeting, it is VERY IMPORTANT that you send your completed PROXY by mail or hand deliver it to the Board, so that a quorum is represented at the meeting.

## **AMBERWOODS OF GREAT FALLS HOA**

### **INSTRUCTIONS FOR PROXY**

1. Use the proxy **ONLY** if you **CANNOT ATTEND** the 2020 Annual Meeting.
2. Proxies must be signed and dated to be valid.
3. **All valid proxies count towards quorum.** If you do NOT wish to vote on candidates for election to the Association Board of Directors, please circle to indicate that you wish your proxy to count *for quorum purposes only*.
4. You may designate a Lot Owner as your proxy holder. If no proxy holder is named, your proxy will be counted for quorum purposes only.
5. All proxies must be **received by 3:00 PM on March 30, 2020.**
6. Please return the proxy via postal mail, email, or fax to:

Secretary, Amberwoods of Great Falls HOA.  
c/o Mary Khrimian, Assistant Manager  
Alliance Community Management  
P.O. Box 1179  
Leesburg, Virginia 20177  
[Maryk@acmva.com](mailto:Maryk@acmva.com)  
(703) 771-7620 (fax)

7. This proxy is for the 2020 Annual Meeting or any recess or adjournment thereof; it revokes any previous proxy and it may be revoked only by actual receipt of notice of revocation from any of the persons owning such Lot or by the person presiding over the Annual Meeting.
8. If you have questions regarding the proxy form or instructions, please contact Nancy Stephens Carter, Community Manager, at [Nancy@acmva.com](mailto:Nancy@acmva.com) or Mary Khrimian, Assistant Manager at [Maryk@acmva.com](mailto:Maryk@acmva.com).