

KEY LARGO OCEAN RESORT CONDOMINIUM ASSOCIATION, INC. ("Association")
FIRST NOTICE OF ANNUAL MEETING AND ELECTION OF DIRECTORS

Notice is hereby provided that the Election of Directors will take place at the Association's Annual Meeting to be held on **Thursday, February 25, 2021, at 6:00 p.m.**, in the Association Clubhouse, 94825 Overseas Hwy, Key Largo, FL 33037.

PLEASE TAKE NOTE OF THE FOLLOWING:

Any eligible person who desires to be a candidate for a position on the Association's Board of Directors must give written notice of their intention to seek such a position to the Association no later than forty (40) days prior to the scheduled Election. Any candidates desiring to seek election to the Board of Directors of the Association must provide notice to the Association by completing the enclosed Candidate Application Form.

The Candidate Application Form must be received by **no later than Saturday, January 16, 2021**, in accordance with one of the following methods: (a) by certified mail, return receipt requested; or (b) by personal delivery; or (c) by regular U.S. mail, facsimile, telegram, or other method of delivery. Personal delivery will only be acknowledged if a receipt is issued by the Association acknowledging delivery of the Candidate Application Form. You must meet the eligibility requirements set forth in the enclosed Candidate Application Form in order to seek election to the Board.

Any candidate may submit a one page/one-sided (8-1/2" x 11") information sheet describing his or her background, education and qualifications which information sheet will be mailed with the Ballots. If a candidate wishes to submit an information sheet, such sheet may be returned with the Candidate Application Form, or if such sheet is submitted separately it must be received by the Association **no later than Thursday, January 21, 2021**. The Candidate Application Form and the information sheet are to be submitted to the Association at the following address:

Key Largo Ocean Resort Condominium Association, Inc.
Attn: Elizabeth Perez-Garcia, Manager
12301 SW 132 Court
Miami, Florida 33187

Prior to the Annual Meeting and Election you will receive a Second Notice with a package including a Ballot which shall list the names of the candidates. Thank you for your assistance in conducting the affairs of the Association.

THE BOARD OF DIRECTORS

DATED this 22 day of December 2020.

KEY LARGO OCEAN RESORT CONDOMINIUM ASSOCIATION, INC.
CANDIDATE APPLICATION FORM

This official form is to be used by the "Candidate" for election to become a Director of **KEY LARGO OCEAN RESORT CONDOMINIUM ASSOCIATION, INC.**, at the **Annual Meeting** to be held on **Thursday, February 25, 2021, at 6:00 p.m.**, in the Association's Clubhouse, located at 94825 Overseas Hwy, Key Largo, FL 33037. Complete the requested information below.

The undersigned candidate acknowledges having read the eligibility requirements for serving on the Association's Board of Directors set forth below and by execution of this Candidate Application Form represents that he or she is eligible to serve on the Board of Directors.

I hereby place my name in nomination as a candidate for the Board of Directors.

Signature of Candidate: _____ Unit # _____
Dated: _____

Print Name: _____

I have/have not (circle one) enclosed a Candidate Information Sheet with this Application.

**THIS APPLICATION FORM MUST BE RECEIVED BY THE ASSOCIATION NO
LATER THAN SATURDAY, JANUARY 16, 2021.**

ELIGIBILITY REQUIREMENTS:

- (1) A person desiring to be a candidate must be a natural person who is eighteen (18) years of age or older.
- (2) A person who is delinquent in the payment of any monetary obligation due to the Association is not eligible to be a candidate for board membership.
- (3) In a condominium association of more than ten (10) units, co-owners of a unit may not serve as members of the board of directors at the same time, unless they own more than one unit, or unless there are not enough eligible candidates to fill the vacancies on the board at the time of the vacancy.
- (4) A person who has been convicted of any felony in this state or in a United States District or Territorial Court, or who has been convicted of any offense in another jurisdiction which would be considered a felony if committed in this state, is not eligible for board membership unless such felon's civil rights have been restored for at least 5 years as of the date such person seeks election to the board.

Please Note: Within 90 days after being elected or appointed to the board, each newly elected or appointed director shall certify in writing to the secretary of the Association that he or she has read the Association's declaration of condominium, articles of incorporation, bylaws, and current written policies; that he or she will work to uphold such documents and policies to the best of his or her ability; and that he or she will faithfully discharge his or her fiduciary responsibility to the Association's members. In lieu of this written certification, the newly elected or appointed director may submit a certificate of having satisfactorily completed the educational curriculum administered by a Division-approved condominium education provider.