

**FIRST NOTICE OF ANNUAL MEETING  
PORT DE MER, INC.**

TO ALL MEMBERS

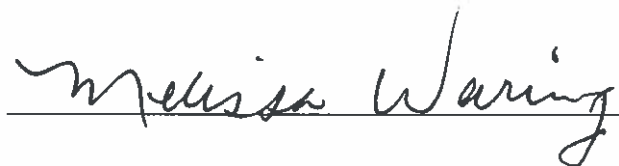
The Annual Meeting of Port De Mer, Inc. shall be held on **January 21, 2021**, in the **Meeting Room** located at **1236 Hillsboro Mile, Hillsboro Beach, Florida 33062**, at **7:00 P.M.**, for the purpose of electing directors, and any other business which would properly come before the Meeting.

Any individual desiring to be a candidate for the Board of Directors must submit their name to the Association, by mail or hand delivery, addressed to the Association **c/o Office at 1236 Hillsboro Mile, Hillsboro Beach, Florida 33062**, on or before **December 12, 2020 by 5:00 P.M.** Enclosed with this Notice is a form which may be used for that purpose. In addition, at the option of any candidate that submits his or her name for candidacy, an information sheet about that individual's background and qualifications may also be submitted. The information sheet shall not exceed one page, must only be on one side of the paper, and not larger than 8 ½ inches by 11 inches. The information sheet must be received by the Association no later than **December 17, 2020**.

A Ballot containing the names of all candidates shall be sent to all Members with the Second Notice of the Annual Meeting, no later than **January 7, 2021**.

Also enclosed with this Notice is a form Voting Certificate, which is used for you to indicate who is authorized to vote on behalf of your unit. A Voting Certificate is not a proxy and may not be used as such. Please refer to the Voting Certificate for instructions on filling it out.

Dated: December 9, 2020 BY ORDER OF THE BOARD OF DIRECTORS

  
\_\_\_\_\_, Secretary

**NOTICE OF INTENT TO BE A CANDIDATE  
FOR THE BOARD OF DIRECTORS  
OF  
PORT DE MER, INC.**

To the Secretary of  
Port De Mer, Inc.

I, \_\_\_\_\_, hereby place my name in nomination as a candidate for the Board of Directors. I (circle one) am / am not enclosing an Information Sheet about myself. I understand that I am responsible for the accuracy of the information contained in the Information Sheet.

Date: \_\_\_\_\_, 2020.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
(Please print or type your name here)

## VOTING CERTIFICATE

To the Secretary of  
Port De Mer, Inc.  
(the "Association")

THIS IS TO CERTIFY that the undersigned, constituting all of the record owners of Unit No. \_\_\_\_\_ have designated \_\_\_\_\_ (Name of Voting Representative) as their representative to cast all votes and to express all approvals that such owners may be entitled to cast or express at all meetings of the membership of the Association and for all other purposes provided by the Declaration of Condominium and the Articles and By-Laws of the Association.

The following examples illustrate the proper use of this Certificate:

- (1) Unit owned by John Doe and his brother, Jim Doe. Voting Certificate required designating either John or Jim as the Voting Representative (NOT A THIRD PERSON).
- (2) Unit owned by A1A Corporation, Inc., a corporation. Voting Certificate must be filed designating person entitled to vote, signed by President or Vice-President of Corporation and attested by Secretary or Assistant Secretary of Corporation.
- (3) Unit owned by John Jones only. No voting certificate required.
- (4) Unit owned by John and Jane Doe, husband and wife designation either husband or wife as the Voting Representative (NOT A THIRD PERSON). Voting Certificate required.

This Certificate is made pursuant to the Declaration of Condominium and By-Laws and shall revoke all prior Certificates and be valid until revoked by a subsequent Certificate.

DATED this \_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner

\_\_\_\_\_  
Owner

NOTE: This form is not a proxy and should not be used as such. Please be sure to designate one of the joint owners of the unit as the Voting Representative, not a third person.