



## Call for Candidates “Extension”

February 21<sup>st</sup>, 2024

Dear Lakeshore Terrace Townhome Owner(s),

As managing agent of **Lakeshore Terrace Townhome Owners Association, Inc.**, we are pleased to announce that a **Virtual Annual Election Meeting of the Members** has been tentatively scheduled. The purpose of the meeting will be to elect three **(3) Class A Members** to the Board of Directors and discuss the normal business of the Association.

Enclosed with this notice you will find a blank candidacy form. If you would like to nominate yourself or another Class A Member as a candidate for the Board of Directors, please complete the form and **return it to Essex Association Management via Email, Mail, Fax, or by submitting online through your Association’s Website, by or before the deadline noted below.**

**In order to ensure that all candidate’s names are placed on the ballot, the Association must receive the completed Candidacy Form no later than Wednesday, March 13<sup>th</sup>, 2024, by 5:00 p.m. There will be no floor nominations or write-in candidates due to the virtual nature of the meeting.**

**Please return your Candidate Form via:**

**Online:** [www.lakeshoretterracetoa.com](http://www.lakeshoretterracetoa.com)  
**E-mail to:** [christina@essexhoa.com](mailto:christina@essexhoa.com)  
**Subject:** Lakeshore Terrace TOA Candidate  
**Fax:** (469) 342-8205; Attn: Christina Duarte  
**Or you may Mail to:** Essex Association Management, LP  
Attn: Christina Duarte  
1512 Crescent Drive, Suite 112  
Carrollton, TX 75006

After the Candidacy Forms have been received and the candidates established, we will issue the Virtual Annual Election Meeting Notice Packet containing the meeting notice, draft agenda, proxy, and ballot listing all candidates, and their candidacy statements for review.

Sincerely,

Essex Association Management, L.P., Managing Agent  
On Behalf of Lakeshore Terrace Townhome Owners Association, Inc.

cc: HOA File  
Enclosures: Candidacy Form

Essex Association Management, L.P.  
1512 Crescent Drive, Suite 112  
Carrollton, TX 75006  
Phone: (972) 428-2030 Fax: (469) 342-8205  
[www.lakeshoretterracetoa.com](http://www.lakeshoretterracetoa.com)  
[christina@essexhoa.com](mailto:christina@essexhoa.com)