

Tequesta Garden Condominium Association, Inc.

"We're retired from working, but are working on having fun"

Proxy Form for Annual / Special Meeting

Date of Meeting: _____

Time: _____

Location: _____

1. Owner / Unit Information

- Owner Name(s): _____
 - Unit Number / Address: _____
 - Mailing Address (if different): _____
-

2. Appointment of Proxy Holder

I (we) hereby designate _____ (print name), or in their absence the Secretary of the Board, as my proxy (the "Proxy Holder") to attend the meeting referenced above, including any lawfully adjourned meeting(s), and to vote and act for me (us) in my (our) name, with the same authority as if I (we) were present.

I hereby revoke any prior proxy previously given by me (us) for this same meeting.

3. Scope of Proxy (Check one)

Quorum Only

This proxy may be used only to establish a quorum at the meeting and may **not** be used to vote on my behalf.

Proxy Holder Discretion

This proxy may be used to establish a quorum and to authorize the Proxy Holder to vote on any issue in his/her discretion (i.e., without specific instructions).

Directed / Limited Proxy

This proxy may be used to establish a quorum and to vote only on the specific matters indicated below, and in the manner, I have indicated:

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Matter	For Against Abstain Comments / Instructions (optional)			
Election of Directors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
Waiver of reserves / funding	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
[Other issue #1 – specify]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____
[Other issue #2 – specify]	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	_____

(You may add additional rows as required.)

4. Signature & Date

Signature of Owner: _____

Printed Name: _____

Date: _____

If Unit is owned by more than one person, only one (1) signature is required (unless your declaration/bylaws require otherwise).

5. Instructions / Return Information

- This proxy must be returned to the Association or the managing agent before the meeting.
- Submission methods accepted: Mail In person Fax Email (or other electronic means)
- Address / Fax / Email for returning proxy: _____
- Proxy forms received after the deadline may be invalid and rejected.
- Attendance in person by the owner at the meeting will automatically revoke this proxy.

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6. Proxy Holder Substitution (if needed)

If the Proxy Holder named above is unable or unwilling to serve, I hereby designate _____ as alternate proxy.

Signature (Proxy Holder): _____

Date: _____

7. Additional Disclaimers & Notices (as required under Florida law)

- Under Florida Statute § 718.112(2)(b)2, a proxy for a condominium association must be **limited** (i.e. directs how the proxy shall vote) rather than **general** (i.e. giving full discretion), unless the governing documents allow otherwise.
- Proxy is only valid for the meeting specified (and any lawful adjournments thereof).
- This proxy revokes any prior proxy for the same meeting.
- Be sure the form is fully completed, signed, and timely submitted to be valid.

Confidentiality Notice

This message is intended only for the designated recipient and may contain confidential information. If you are not the intended recipient, please delete it immediately and notify the sender. Any unauthorized use, disclosure, or distribution is strictly prohibited. This communication does not constitute a binding contract.