

**FIRST NOTICE OF  
ANNUAL MEETING  
AND BOARD ELECTION OF  
CHARLESTON ON THE GREEN  
CONDOMINIUM ASSOCIATION, INC.  
AND PROCEDURE FOR QUALIFYING FOR BOARD**

**TO ALL MEMBERS:**

On **January 29, 2026**, at **2:30 P.M.** in the **Clubhouse**, the Annual Meeting of the Association will be held for the purpose of electing directors, and such other business as may lawfully be conducted. Subsequent to the "FIRST NOTICE", you will receive a "SECOND NOTICE OF THE ANNUAL MEETING" which Notice will specify the agenda and advise you of other important information concerning the Annual Meeting.

The purpose of this Notice is to advise you of the date, time and place of the Annual Meeting and Election, and to inform you of the process for qualifying for the Board.

**QUALIFYING FOR THE BOARD**

On or before **December 20, 2025**, you must give written notice, either by mail or in person, to the Secretary, your desire to run for the Board addressed to the Association's mailing address **c/o Advantage Property Management, 1111 S.E. Federal Highway, Suite 100, Stuart, Florida 34994**. The attached "Notice of Intent to be a Candidate for the Board" may be used for that purpose.

You may submit an Information Sheet, no larger than 8 1/2 inches by 11 inches, containing your qualifications and/or platform for office. This Information Sheet must be submitted to the Association on or before **December 25, 2025**.

The Information Sheet and ballots will be mailed to voting members not less than fourteen (14) days prior to the date of the Election.

Dated: November 28, 2025

Respectfully Submitted,

*Cody Moon*

Cody Moon, LCAM  
For and on Behalf of the Board of Directors

**CERTIFICATE OF APPOINTMENT  
OF  
VOTING REPRESENTATIVE**

To the Secretary of  
***Charleston on the Green Condominium Association, Inc.***  
(the "Association")

**THIS IS TO CERTIFY** that the undersigned, constituting all of the record owners of Unit No. \_\_\_\_\_ in Charleston on the Green Condominium Association, Inc. 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, the Articles and Bylaws of the Association.

The following examples illustrate the proper use of this Certificate:

- I. 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.)
- II. Unit owned by Overseas, 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.
- III. Unit owned by John Jones. No Voting Certificate required.
- IV. Unit owned by a married couple. Voting Certificate **is not** required.

This Certificate is made pursuant to the Declaration and the Bylaws 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.

