

# PARK EAST HOMEOWNERS ASSOCIATION, INC.

c/o Gables Professional Management  
3934 S.W. 8<sup>th</sup> Street, Suite 303 Coral Gables, FL 33134  
Tel: (305) 441-0904 Fax: (305) 441-7982

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September 24, 2020

## FIRST NOTICE OF ANNUAL MEETING

Notice is hereby given that the Annual Meeting of the Members of Park East Homeowners Association, Inc. will be held on

**Tuesday, November 24, 2020  
7:30 P.M. at the  
Community Club House  
Miami, Florida**

The purpose of this meeting is to elect seven (7) Unit Owners to become members of the Board of Directors. As per the Association Documents, Unit Owners desiring to be candidates for the Board of Directors must submit a written request to the **Secretary of the Association, Park East Homeowners Association, Inc., 3934 S.W. 8<sup>th</sup> Street, Suite 303 Coral Gables, Florida, 33134** no later than forty (40) days (**October 15 2020**) prior to the election. Enclosed is a form that you may use as your written request. In order to be eligible to serve as a director, you (1) must be a record owner of a unit within **Park East H.O.A.**; (2) you must be 18 years of age or older; and (3) you must not have been convicted of any felony in the state of Florida, unless your civil rights have been restored for a period of no less than five (5) years.

You will be provided with a confirmation of receipt of your "Request to Be Candidate" within five (5) days from receipt of it. If you do not receive this confirmation, please contact (305) 441-0904 immediately.

You may also provide an information sheet with your written request, on one (1) page not to exceed 8 ½ X 11", either typed or hand written and suitable to copy. The deadline to submit your candidate information sheets is **October 15, 2020**.

Only the names of Unit Owners who submit their written request will be on the Ballot. The Ballot will be mailed to all Unit Owners along with the Information Sheets no later than thirty (**30**) days prior to the Annual Elections. Seven (7) Directors will be elected for a one (1) year term.

We look forward to seeing you at the Meeting.

Sincerely,

  
Rogelio Cainzos, CAM  
Park East H.O.A.