

SUNDANCE HOMEOWNERS ASSOCIATION
c/o Highland Realty & Management, Inc.
11145 Sheridan Blvd, Ste 30 • Westminster, CO 80020
www.highlandrealty.com and www.sundanceboulder.com

RE: Notice of Annual Homeowners Meeting for Sundance Homeowners Association

DATE: October 17, 2017
TIME: 6:45 – 8:00 PM
LOCATION: New Day Covenant Church @ 2801 Jay Rd (NE corner of Jay Rd and 28th St)

September 11, 2017

Dear Sundance Homeowner:

Please mark your calendars for the Annual Sundance Homeowner Association meeting scheduled this year for **Tuesday, October 17, 2017 at 6:45 PM** at 2801 Jay Road, Boulder, Colorado 80301.

Your participation in this once-a-year meeting is very important and we hope you are able to attend. **In the event that you are unable to attend please complete the below proxy** and mail it to us as soon as possible. This will enable us to register your proxy and count your vote for the issues presented.

If you would like to serve on the board of directors, please complete the [Board Member Information & Nomination Form](#) by **October 6, 2017**. The Board of Directors will approve all nominations and elections will take place at the annual homeowners meeting.

We encourage you to view the following [documents](#) on our Sundance website www.sundanceboulder.com (Under Documents page) in preparation for the annual meeting.

- SHOA annual homeowners meeting agenda
- SHOA 2018 Budget
- Reserve Study Calculation as of 9/2017
- SHOA Bylaws (revised 8/2016)

Please feel free to contact me directly with any questions or concerns.

Kind regards,

Nick Conley
Community Association Manager
Tel: 303-466-6340 / Fax: 303-466-9290
nick@highlandrealty.com

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Certificate of Proxy
If unable to attend annual meeting please return proxy to Highland by October 13, 2017

I, _____, a member of the Sundance Homeowners Association, do hereby grant my vote to the Sundance Board of Directors who will serve as my proxy at the **October 17, 2017** annual meeting to elect Board Members and vote on all HOA issues.

Signature

Address

Date

ONE VOTE OR PROXY PER RESIDENCE