Appendix B Candidate Packet

THE PALMS RV RESORT LOT OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS ELECTION

Purpose

This packet provides nomination and acceptance forms, eligibility information, optional candidate information forms, election contacts, and campaign guidance for the Board of Directors election.

Candidates and nominators must meet the applicable requirements of the Election Policy. Submitting a form does not guarantee placement on the ballot. LOA Administration verifies eligibility; disputes and matters requiring interpretation are referred to the Board.

How to Use This Packet

Submit a nomination by the Candidate Nomination Deadline date in the Board-approved Annual Election Calendar. Self-nominations are permitted. The nominee must accept in writing before eligibility review begins. Written acceptance may be provided on B-1 the Candidate Nomination Form, by separate signed writing, or by email sent directly by the nominee. See B-5 Election Contact Information for details. The Committee will request any missing written acceptance.

Candidate information and photographs are optional. B-4 Candidate Biography Form is an optional template; candidates may instead submit their own one-page candidate information. Missing optional materials does not disqualify an otherwise eligible candidate.

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Election Information

Election year: _____

Use the current Board-approved Annual Election Calendar for all applicable dates and times in Arizona Time (MST).

The packet and calendar are available through the owner portal and the LOA Office.

This packet implements the Election Policy and SOP. It does not establish additional qualifications or modify Member rights. The Election Policy and superior governing authority control in the event of a conflict.

B-1 Candidate Nomination Form

THE PALMS RV RESORT LOT OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS ELECTION

Election year: _____

Nominee Information

I nominate the Member below for election to the Board. Self-nominations are permitted.

Nominee name: _____

Lot number(s): _____

Email address (optional): _____

Telephone number (optional): _____

Nominator Information

Nominator name: _____

Lot number(s): _____

Signature: _____

Date: _____

Submission and Acceptance

Submit nominations by mail, email, fax, or hand delivery to the LOA Office by the Candidate Nomination Deadline date and time listed in the approved Election Calendar. Late nominations will not be accepted. See B-5 Election Contact Information for details.

Nomination does not guarantee ballot placement. Nominator and nominee must meet the requirements in Section 9.1 in the Election Policy.

The nominee must accept the nomination in writing before eligibility review begins. Written acceptance may be provided on B-1 the Candidate Nomination Form, by separate signed writing, or by email sent directly by the nominee. See B-5 Election Contact Information for details. The Committee will request any missing written acceptance.

Acceptance of Nomination

I accept this nomination for election to the Board of Directors.

Nominee signature: _____ Date: _____

For Association Use Only

Date received: _____ Received by: _____
Written acceptance received: Yes / Pending Method: _____

B-2 Candidate Eligibility Requirements

THE PALMS RV RESORT LOT OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS ELECTION

The following information is provided to assist Members interested in becoming candidates for election to the Board of Directors.

General Eligibility:

Candidates must satisfy the requirements in Section 9.1 of the Election Policy:

- Be a Member in good standing of the Association.
- Be current in payment of all dues, penalties, and assessments.
- Be nominated by a Member who is current in the payment of all dues, penalties, and assessments when the nomination is submitted. Self-nominations are permitted.
- Not have been removed from the Board by the Members under A.R.S. § 33-1813 while the term from which the person was removed remains unexpired.

Acceptance of Nomination:

The nominee must accept the nomination in writing before eligibility review begins. Written acceptance may be provided on B-1 the Candidate Nomination Form, by separate signed writing, or by email sent directly by the nominee. If written acceptance does not accompany the nomination, the Election Committee will request it from the Nominee and document its receipt.

Eligibility Verification:

LOA Administration verifies nominator and nominee eligibility using Association records and communicates directly with the affected person regarding any eligibility issues.

The Election Committee receives only the administrative eligibility status needed to process the nomination. No confidential financial information or the underlying reasons for any status issues will be shared with the Election Committee.

Disputed Eligibility:

Disputed eligibility determinations and matters requiring interpretation of the Election Policy or Governing Documents are referred by LOA Administration to the Board.

The Election Committee prepares the final list of qualified candidates using the eligibility statuses supplied by LOA Administration and any applicable Board determinations. The list is submitted to the Board for review before ballot preparation. Board approval is required only when a disputed eligibility determination or matter requiring Board interpretation has been referred to it.

Deadlines and Questions:

Submit nominations by the Candidate Nomination Deadline date and time listed in the Board-approved Election Calendar. Questions concerning eligibility or an eligibility determination should be directed to LOA Administration.

B-3 Candidate Acceptance Form

THE PALMS RV RESORT LOT OWNERS ASSOCIATION, INC.

BOARD OF DIRECTORS ELECTION

Candidate Acceptance of Nomination

Candidate Name: _____

Lot Number(s): _____

Mailing Address (optional): _____

Phone Number (optional): _____

Email Address (optional): _____

Acceptance

I accept my nomination as a candidate for election to the Board of Directors of The Palms RV Resort Lot Owners Association, Inc.

I understand that my eligibility will be verified in accordance with the Election Policy and the Association's Governing Documents.

I certify that the information I provide in connection with this election is true and correct to the best of my knowledge.

Candidate Signature: _____

Date: _____

This form is one permitted method of accepting a nomination. Written acceptance may be provided on B-1 the Candidate Nomination Form, by separate signed writing, or by email sent directly by the nominee, as stated in Section 9.3 of the Election Policy. The Committee will request any missing written acceptance. See B-5 Election Contact Information for details. Missing contact information does not independently disqualify a candidate.

For LOA Administration Use Only

Date Received: _____ Received By: _____

Eligibility Status: ☐ Eligible ☐ Ineligible ☐ Pending

Date Verified: _____

Referred to Board for Determination: ☐ Yes ☐ No ☐ N/A

B-4 Candidate Biography Form

THE PALMS RV RESORT LOT OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS ELECTION

Candidate name: _____

Optional: Nominees - use this form or submit your own one-page candidate information page, including any optional photograph you would like included. Information and contact details included for publication may be distributed to Members per Section 8.4 of the Election Policy. Overlength materials will be returned for revision.

Suggested topics: experience, volunteer service, reasons for running, and goals. These are suggestions, not qualifications.

Candidate Information for Publication

_____

_____

_____

_____

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_____

_____

_____

_____

_____

_____

Photograph included within one-page submission (optional): Yes / No

Submission Acknowledgment

I am responsible for the content and accuracy of my submission. The LOA does not approve opinions, campaign promises, interpretations, or priorities. Failure to sign this acknowledgment does not itself disqualify otherwise permissible candidate information. Any objectively verifiable material factual error is referred to the Board under Section 8.4 of the Election Policy.

Candidate signature: _____ Date: _____

For Association Use Only

Date received: _____ Received by: _____

One-page limit checked: Yes / Returned for revision

Ready for distribution: Yes / Pending Board consideration under Section 8.4

B-5 Election Contact Information

THE PALMS RV RESORT LOT OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS ELECTION

Association Office and Submission Contacts

The Palms RV Resort Lot Owners Association, Inc.
3400 South Avenue 7E - Office
Yuma, Arizona 85365

Telephone: 928 341 4646

Nomination and acceptance email: **elections@YumaPalmsRVResort.com**

Fax: 928 726 6397

Office hours: M-F 9:00 a.m. to 4:00 p.m.

Owner portal location:

https://yumapalmsrvresort.managebuilding.com/Resident/portal/login

Submitting Nominations and Acceptance

Nominations may be submitted by United States mail, email, fax, or hand delivery to the LOA Office, per Section 9.3 of the Election Policy. Use the contact information above and follow the Candidate Nomination Deadline date listed in the Annual Election Calendar.

Written acceptance may be provided on B-1 the Candidate Nomination Form, by separate signed writing, or by email sent directly by the nominee. Acceptance is required before the eligibility review begins. The Election Committee will request missing written acceptance.

Questions and Assistance

Direct general election and nomination-processing questions to the LOA Office for coordination with the Election Committee. Administration handles candidate and voter eligibility verification and will communicate privately with the affected person. Administration refers disputed eligibility and interpretation questions to the Board.

Documents and Deadlines

The Candidate Packet and Annual Election Calendar are made readily available through the owner portal, the LOA Office, and other reasonable distribution channels. Ask the office for access to the Election Policy, SOP, Governing Documents, and other election materials.

All published deadlines use Arizona Time (MST). Allow sufficient delivery time: nomination deadlines apply to the date of receipt, not the date of mailing. Use the approved calendar for all applicable deadlines; this contact sheet does not change them.

Optional biographies and photographs are not eligibility requirements. Candidate information submitted for LOA distribution is subject to the one-page limit per Section 8.4 of the Election Policy.

B-6 Candidate Campaign Guidelines

THE PALMS RV RESORT LOT OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS ELECTION

Purpose and Governing Standards

These guidelines summarize Section 8 of the Election Policy. They do not create additional qualifications, campaign restrictions, or grounds for disqualification. Applicable law, the Governing Documents, and the Election Policy control.

Association Neutrality

The LOA shall not endorse, support, oppose, or favor any candidate. LOA funds, official mailing lists, websites, newsletters, social-media accounts, communication systems, staff time, and other LOA resources shall not be used for that purpose. LOA resources may be used to administer the election.

Equal Candidate Opportunities

Qualified candidates shall receive substantially equal opportunities through LOA-sponsored candidate information distribution, candidate forums, election communications, and other candidate opportunities. Candidate information shall be distributed to Members using consistent procedures.

The election calendar includes the introductory candidate forum and question-and-answer forum. This equal-opportunity requirement is a candidate opportunity made available by the LOA; it does not itself require privately organized campaign events to include every candidate.

Official and Individual Capacity

Directors, officers, Election Committee members, and Administration shall remain neutral when acting in their official capacities in administering the election. Members, including directors and officers acting individually, retain lawful personal expression rights, provided LOA authority or resources are not used in a way reasonably understood as an official LOA endorsement.

Candidate Information

Candidates may submit optional biographies, statements, photographs, and other information for LOA distribution, limited to one page. Candidates are responsible for content and accuracy. The LOA shall not regulate candidate opinions, campaign promises, interpretations, or priorities.

If an objectively verifiable material factual error is identified, the Board may offer an opportunity to correct it and, if appropriate, authorize a neutral corrective communication under Section 8.4 of the Election Policy. The Committee refers such matters to the Board.

Campaign Activities and Facilities

Candidates and Members retain rights of lawful expression, subject to applicable law and generally applicable Governing Documents and LOA rules, including applicable facility-use and posting requirements. Election rules shall not be selectively applied based on support for or opposition to a candidate.

Candidates are encouraged to communicate respectfully. This encouragement does not establish an additional enforceable restriction on lawful expression.