



September 10, 2018

Notice of Annual Meeting of the Members

Wednesday, October 3, 2018 at 6:30 pm

Dear Homeowner,

As the Managing Agent for the **Verandah Homeowners' Association, Inc.**, we are pleased to announce that the Annual Meeting of the Members has been scheduled for **Wednesday, October 3, 2018 at 6:30 pm**. The purpose of this meeting is to discuss normal business of the Association and to present information on current Association affairs.

Enclosed in this packet you will find the agenda and a proxy. **Even if you plan on attending, it is important that you return your proxy as unforeseen circumstances may occur, preventing you from being able to attend. The Annual Meeting of the Members cannot be held unless quorum requirements are met, either in person or by proxy. If a meeting must be recalled for a later date, additional costs to the Association are incurred. You may assign your proxy to a Board Member or to a neighbor of your choice.**

Date: Wednesday, October 3, 2018
Time: 6:30 pm – 7:30 pm
Location: Holiday Inn Express
Meeting Room
1001 Pullen Street
Royse City, TX 75189

Check in will begin at 6:00 pm. We look forward to seeing you on **Wednesday, October 3, 2018**. If you have any questions about the upcoming meeting, please visit the Association's website at www.verandahhoa.com, submit your inquiry under the "contact us" tab and an Essex representative will respond promptly.

Sincerely,

Essex Association Management, L.P., Managing Agent,
On behalf of Verandah Homeowners Association, Inc.

cc: HOA file
Enclosures: Draft Agenda, Proxy

Essex Association Management, L.P.
1512 Crescent Drive, Suite 112
Carrollton, TX 75006
Phone: (972) 428-2030 Fax: (469) 342-8205
www.verandahhoa.com