

October \_\_, 2018

SUN CITY SUMMERLIN COMMUNITY  
ASSOCIATION, INC.  
ATTN: ELECTION COMMITTEE  
9107 DEL WEBB BLVD.  
LAS VEGAS, NV 89134

This letter is to notify the Election Committee and others that I intend to run for the office of the Board of Directors for SCSCAI.

I have included the signed Candidate Disclosure Statement as required by NRS 116.

Please add my name to the ballot.

Sincerely,

Print Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Member ID #: \_\_\_\_\_

## CANDIDATE DISCLOSURE STATEMENT

I, \_\_\_\_\_ state that I am a unit owner and I \_\_\_ am \_\_\_ am not a member in good standing\*. Further that I do not have any financial, business, professional or personal relationship or interest that would result or would appear to a reasonable person to result in a conflict of interest if elected to serve as a member of the Board, other than stated below. If none, write "None".

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(\* ) A member is in good standing if all due assessments and construction penalties have been paid.

## TRUSTEE CANDIDATE DISCLOSURE STATEMENT

I, \_\_\_\_\_, stated that I am a Trustee of a unit and I \_\_\_\_\_ am \_\_\_\_\_ am not a member in good standing (\*). Further that I do not have any financial, business, professional or personal relationship or interest that would result or would appear to a reasonable person to result in a conflict of interest if elected to serve as a member of the Board, other than stated below: If none, write "None".

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(\* ) A member is in good standing if all due assessments and construction penalties have been paid.

# Election Committee Rules and Procedures - 2019 BOD Election

## Time Line for the BOD Election:

1. Deadline for filing is 5:00 pm on the last business day of November. A written statement of an individual's intent to run for office must be submitted to Ms. Kelly Balek in the Executive Director's office, 9107 Del Webb Blvd. (Mountain Shadows Community Center) on or before the deadline. Ms. Kelly Balek may be contacted at (702) 966-1408.
2. NRS 116 requires that each Candidate sign a Candidate Disclosure Statement which will be included in the *Link* along with the Ballot. The Candidate Disclosure Statement will need to be included with the candidate's letter of intent to run for election.
3. Election Committee Campaigning Procedures and Guidelines were created to provide Candidates guidance during the Election process. Any questions Candidates, or others, may have will be answered at a **meeting of the Election Committee on December 3, 2018, 1:30 p.m. at the Pinnacle Community Center Meeting Room, 2215 Thomas Ryan Blvd.**
4. Each Candidate should create a "Candidate's Information Statement" for campaigning purposes. The Candidate's Information Statement will be included in the **February Link** along with the Ballot. The Candidate Information Statement is limited to a typed, one sided, 8 ½" x 11" page with an optional picture. The Managing Editor of the *Link*, Jeannette Carrillo, will coordinate the inclusion of Statements in the *Link*. All Statements must be submitted in their final form by **5:00 pm, Friday, December 28, 2018**. Ms. Carrillo can be reached at (702) 966-1436. Her office is located at the back of the Mountain Shadows Community Center, 9107 Del Webb Blvd, near the tennis courts.
5. For the campaign, a maximum of 500 flyers (the "Candidate Information Statement") will be printed by the Association at no charge to the Candidate. Please contact Kelly Balek, (702) 966-1408, to have copies made of the flyers. You may opt to have all 500 copies made at once or in increments as you deem necessary.
6. For individuals who have been a Candidate in past elections, photos previously published in the *Link Magazine* are on file. Either Jeannette or Kelly can arrange for photos to be taken if not on file, or re-taken if you prefer a new photo.
7. There will be one (1) **"Meet the Candidates Night" hosted by the Resident's Forum. The meeting will be at 7:00 pm on the second Wednesday in January.** The meeting will be held in the Desert Vista Ballroom, 10360 Sun City Blvd.
8. **The official Ballot** will be bundled with the February 2019 issue of the *Link Magazine*. The final copy of the Ballot is sent out for printing about December 15<sup>th</sup>.
9. The last day for voting will be on the fourth Tuesday of February. The BOD ballot validation and counting will begin at 8:00 am on the next day in the Mint/Sahara rooms at Mountain Shadows and is an official Association meeting, open to members who desire to witness the ballot counting.
- 10 **Remember: Because of the latest change in our Bylaws, The ballot vote is for four (4) BOD members. The two (2) highest residents will serve three (3) year terms and the next two (2) will serve a one (1) year term.**

## Campaigning Procedures and Guidelines / Rules

The Election Committee will provide the following information to all candidates for election to the position of Board Director of Sun City Summerlin Community Association, Inc. (SCSCAI).

1. All candidates are asked to attend a **meeting of the EC on the first business day after the final filing date**. This meeting will be held at the Pinnacle Meeting room. The purpose will be to review and have candidate questions answered about these guidelines for campaigning. If desired, cards will be drawn to establish ballot positions.
2. The law requires that each candidate sign a disclosure statement. The ballot for each election for Board Directors shall be accompanied by a statement from each candidate indicating that he/she is a member in good standing of the Association and he/she, if elected to the Board would have no conflict of interest or potential conflict of interest as defined in NRS 116. If any candidate on the ballot has failed or refused to sign a disclosure statement this information shall be set forth in a statement accompanying the ballot.
3. A supply of 500 campaign flyers (copies of their candidate information statement) will be provided to each candidate. Each candidate may submit a one page typed candidate information statement on 8 ½ x 11 paper to be mailed with the ballot at Association expense. The information statement wording shall be determined by the candidate. It may include a picture of the candidate. The law requires that this be mailed 30 days prior to the election date. In order to meet this deadline the flyer must be submitted in its final form to the Managing Editor of the LINK by December 15. At the discretion of the Managing Editor of the LINK the candidate information statement may be included as a printed page of the LINK or as an insert to the LINK, provided that all candidate information statements are printed and included in the same manner. The statement, by law, must not contain any defamatory, libelous or profane information.
4. Candidates and their supporters may campaign in and around any of the SCSCAI properties providing it does not interfere with ongoing activities. If an authorized Association employee asks that a campaigner (candidate or supporter) leave the area, that person must do so immediately. If the campaign activity has caused litter, it must be removed prior to leaving and the area must be left free of refuse. Prior arrangements must be made with and permission obtained from club presidents before visiting a club meeting for the purpose of campaigning. Candidates shall not use club items such as: rosters, websites, bulletin boards or email lists for campaign purposes. **Candidates shall also not use Association web sites, Association email address lists, or Association letterhead paper, photo copy or clerical services.**
5. Posting of any campaign material; flyers, banners, etc. on any SCSCAI or street signs, light posts or benches is **strictly prohibited**. A single sign, not to exceed 24x36 inches, may be displayed for each supported candidate, as set forth in NRS 116.325. Candidates are cautioned to follow U.S. Postal Regulations.
6. **The Election Committee asks that the candidates participate in a campaign that exhibits integrity, honesty, fairness, and civility and requires that their supporters do the same. Violations of these rules may result in action by the Board.**