

**FIRST NOTICE
OF ANNUAL MEETING,
PROCEDURE FOR QUALIFYING FOR THE BOARD,
AND ELECTION OF THE BOARD OF DIRECTORS FOR**

VISTAS III AT HERITAGE BAY CONDOMINIUM ASSOCIATION, INC.

<https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting?rtc=1>

Join the meeting now

Meeting ID: 252 177 038 483

Passcode: Vw3iE7Bt

TO ALL MEMBERS:

On March 27, 2025 at 6:30 PM at the offices of Seacrest Southwest, 1044 Castello Dr, #206 Naples, FL 34103 a Members Meeting of the Association will be held for the purpose of electing Directors and such other business as may lawfully be conducted. Subsequent to this FIRST NOTICE, you will receive a SECOND NOTICE OF ANNUAL MEETING, which will specify the agenda and advise of other information concerning the Members Meeting.

QUALIFYING FOR THE BOARD

On or before February 15th, 2025, written notice must be received either by mail or in person of your desire to run for the Board. Address the Notice of Intent to Vistas III Condominium Association, Inc. c/o Seacrest Southwest Property Management located at 1044 Castello Drive, Suite 2061 Naples, Florida 34103. The enclosed NOTICE OF INTENT TO BE A CANDIDATE may be used for that purpose. You can also email your Notice of Intent to NOI@swpropmgt.com.

You may submit an Information Sheet, no larger than 8 ½ inches by 11 inches, containing your qualifications and/or platform for office. This information sheet must be received by the Association on or before February 20th, 2025. The Information Sheets and election ballot will be mailed to voting members on or before February 25th, 2025.

CONDOMINIUM ASSOCIATION CANDIDATE CERTIFICATION

Within 90 days after being elected or appointed to the Board, each newly elected or appointed director shall certify in writing to the Secretary of the Association that he or she has read the Association's Condominium Documents; that he or she will work to uphold such documents and policies to the best of his or her ability; and that he or she will faithfully discharge his or her fiduciary responsibility to the association's members. In lieu of this written certification, within 90 days after being elected or appointed to the Board, the newly elected or appointed director may submit a certificate of having satisfactorily completed the educational curriculum administered by a division-approved condominium education provider within 1 year before or 90 days after the date of election or appointment.

BY ORDER OF THE BOARD OF DIRECTORS

**NOTICE OF INTENT TO BE A CANDIDATE FOR THE BOARD
OF DIRECTORS OF
VISTAS III AT HERITAGE BAY
CONDOMINIUM ASSOCIATION,
INC.**

I, _____, hereby place my name in nomination as a candidate for the Board of Directors of **VISTAS III AT HERITAGE BAY CONDOMINIUM ASSOCIATION, INC.** I am/ am not (**circle one**) enclosing an Information Sheet about myself. I understand that I am responsible for the accuracy of the information contained in my Information Sheet.

A member who is delinquent in the payment of a fee or assessment more than 90 days is not eligible to serve on the Board.

Signature of Candidate

Print Name

Condominium Association Candidate Certification

Within ninety (90) days of my election I will certify to the Association, in writing, that I have read the Condominium Documents of the Association and will uphold the Condominium Documents to the best of my ability in the discharge of my fiduciary responsibilities to the Association membership or take a state certified Board of Directors informational class.

Signature of Candidate