

## **How to Register for Remote Voting**

As previously communicated, the Black Point Charter mandates that each homeowner attend a meeting in person to cast a ballot on budgets, board member elections, and other important issues. With remote voting, your virtual attendance via Zoom will satisfy the "in person" requirement. You may attend the meeting via Zoom on your computer, tablet or smartphone, and you must be on video in order to be authenticated as a registered voter.

## You are eligible to use remote voting if you:

- Own property in Black Point and are entitled to vote in our elections.
- Are **NOT** able to attend the Annual Meeting in person at the Clubhouse on Sat., May 24.
- Plan to attend the Annual Meeting remotely using Zoom (Make sure you have Zoom downloaded on your computer or smartphone) <u>Here is the link</u> to access the "Basic" free account.
- Have completed a <u>Member Representative Form</u> if your property is held in a trust, corporation, partnership, LLC, or corporate entity. (Must be submitted to secretary@blackpointbeachclub.com by May 15.)

## Before you register: Ensure you are comfortable with the following, or you have help from someone to assist you with this process

- Have a Zoom account (see third bullet, above) and know how to use the Zoom chat
- Can navigate between Zoom and your browser (preferred browsers are the latest versions of Chrome, Firefox and Safari)

## To register:

Registration opens on Wednesday, May 7 at 8 am and closes on Tuesday, May 13 at 5 pm. NO registrations will be accepted after May 13.

- a. Our eBallot voting platform subscription allows for a limited number of participants. You will be registered on a first-come, first-served basis.
- b. Access the Remote Voting Registration Form here and follow the steps. The form will ask for your name, email address, phone number, house address, and whether you are voting for more than one property.
- c. If you need to correct an answer while registering, use the "back" button. If you would like to receive an email confirmation of your registration, click on the button that says, "Send me a copy of my responses". If the email address you provided is valid, you will receive an email confirmation of your registration.
- d. When you are finished registering, click on "submit".

On or about May 15, you will receive an email message from Black Point Remote Voting Team thanking you for registering, and outlining how to create your account in eBallot. If you don't see the email in your inbox, check your Junk/Spam Mail folder for it. If you are still not able to find the email, contact the Remote Voting team at <a href="Vote@blackpointbeachclub.com">Vote@blackpointbeachclub.com</a>.

Reference the Remote Voting: Helpful Questions & Answers document for additional information
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