

PVHA Board of Director Candidate Petition Instructions

FOR PETITION SIGNERS

1. BEFORE YOU SIGN

- A. Read the warning at the top of the page.
- B. One candidate may be specified for nomination per petition.
- C. Make sure you are the owner of record for an undivided lot in Palos Verdes Estates or Miraleste. **Each lot is entitled to one vote by the owner of record.** This applies to nomination petition signatures.
- D. Do not sign for anyone else.

2. HOW TO SIGN

- A. Print clearly. Incomplete illegible and duplicate entries cannot be verified and will not be counted. Including your email address may be helpful if there are problems with verification, but is optional.
- B. Completely fill out the signature block. Do not use ditto marks.
- C. Use black or blue ink.
- D. List your property address (including street name and number) that entitles you to membership PVHA. Do not use a post office box.
- E. Place today's date under "Date of Signing."
- F. **Corrections:** To make a small correction, simply initial the change. If you need to make a larger correction, completely cross out the mistake and proceed to the next signature block.

FOR PETITION CIRCULATORS

3. TO CIRCULATE A PETITION

- A. One candidate may be specified for nomination per petition.
- B. Only one person may circulate each petition.
- C. You must accompany the petition at all times. Do not leave the petition unattended or pass it unaccompanied among potential signers.
- D. You must witness every signature block as the signer completes it.
- E. Do not take the petition section apart or remove the original staples.
- F. Make sure that the signature block is complete before a signer leaves.

4. AFTER COLLECTING SIGNATURES

- A. Turn in this entire 16 page petition package, even if not every signature block is completed.
- B. Personally take this petition section to a notary public for notarization.
WARNING: You may only complete your affidavit when in front of the notary. Do not sign or date it beforehand. Do not fill out the notary's section.
- C. You may not collect additional signatures on this petition section after the affidavit has been notarized. Immediately return notarized petition sections to:

By mail:

Kimberly Robinson
Palos Verdes Homes Association
PO Box 188
Palos Verdes Estates, CA 90274

or deliver in person to:

Kimberly Robinson
Palos Verdes Homes Association
320 Palos Verdes Drive West
Palos Verdes Estates, CA 90274

**PETITION TO NOMINATE _____, A PVHA MEMBER, AS CANDIDATE FOR ELECTION
TO THE PALOS VERDES HOMES ASSOCIATION BOARD OF DIRECTORS AT THE ANNUAL MEETING OF MEMBERS JANUARY 10, 2017**

DO NOT SIGN THIS PETITION UNLESS YOU ARE AN ELIGIBLE VOTING MEMBER OF PALOS VERDES HOMES ASSOCIATION. EACH LOT IS ENTITLED TO ONE VOTE. PLEASE INCLUDE ALL REQUESTED INFORMATION AND PRINT LEGIBLY SO THAT MEMBER INFORMATION PROVIDED CAN BE VERIFIED AND ELIGIBILITY ESTABLISHED. (EMAIL ADDRESS IS OPTIONAL, BUT MAY ASSIST IN VERIFICATION) ILLEGIBLE AND DUPLICATE ENTRIES CANNOT BE COUNTED.

Signer's Statement: I have not signed petitions for more candidates than the number of available board seats

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AFFIDAVIT OF PETITION CIRCULATOR

I do solemnly affirm under penalty of perjury that:

- I have read and understand the laws governing the circulation of petitions;
- I circulated this section of the petition;
- Each signature on this petition was affixed in my presence;
- Each signature on this petition is the signature of the person whose name it purports to be;
- To the best of my knowledge and belief each of the persons signing this petition section was, at the time of signing, an eligible elector; and
- I have not paid or will not in the future pay and I believe that no other person has paid or will pay, directly or indirectly, any money or other thing of value to any signer for the purpose of inducing or causing such signer to affix his or her signature to the petition.

Circulator Name (please print)

--	--

Last Name

First Name

Permanent Residence Address

--	--	--	--	--

Street name and number (no P.O. Boxes)

City/Town

County

State

Zip Code

Sign and Date in the Presence of a Notary

--	--

Signature of Circulator

Date of Signing

THIS AFFADAVIT MUST BE NOTARIZED