

**NOTICE OF ANNUAL MEETING FOR  
TIMBERLAKE – SPOTSYLVANIA HOA**

December 27, 2012

Dear Homeowner,

The Timberlake – Spotsylvania Board of Directors (BOD) invites you to attend the **2013 Annual Meeting** to be held **Thursday, January 17, 2013 at 7:00 pm at the Spotsylvania Regional Medical Center, 4600 Spotsylvania Parkway, Fredericksburg, VA 22408, in the Education Room, lower floor. Elections will be held to elect five (5) members to the BOD.** It is very important that you plan to attend the meeting. If you are unable to attend, please submit your proxy form by close of business **January 17, 2013 by mail to Landmarc Real Estate at P.O. Box 7268 Fredericksburg, VA 22404, or fax your proxy to our office at 540 373-2913 (Attn: Kevin Wheeler) or kwheeler@e-landmarc.com.**

The purpose of the Annual Membership Meeting is to conduct all lawful business of the Association, including the election of directors. We invite any member in good standing to volunteer as a member of the BOD for these openings. If you are interested in running for a Board position please submit the enclosed candidacy letter to the Landmarc Real Estate address noted in previous paragraph or attend the meeting for nomination. Please note there are also positions available to serve on the ACC Committee.

In order to conduct the business of the Homeowners Association at the Annual Meeting, a quorum of 10% of the members in good standing with the Homeowners Association must be present in person or by proxy. **Mailed, faxed or e-mailed proxies must be received no later than close of business January 17, 2013** . Please be sure your proxy is completed correctly for proper validation. If you do not wish to assign your voting privileges to another homeowner or board member, please write on the assignment line “for quorum purpose only”. Non-postmarked proxies will be accepted at the door on the night of the meeting.

----- (Cut line) -----

**GENERAL PROXY**

I/We, \_\_\_\_\_, being a member in good standing, do hereby nominate, constitute and appoint as my/our agent proxy \_\_\_\_\_, to act in my/our name, place and stead, and to vote as he/she sees fit on all issues, to include Board of Director positions as listed below or otherwise filled in, that may arise at the Timberlake-Spotsylvania HOA, Inc. Annual Meeting at the Spotsylvania Regional Medical Center on January 17, 2013 at 7:00 p.m. and all adjournments thereof.

**IF THIS PROXY IS FOR QUORUM PURPOSES ONLY CHECK HERE:**

**2013 Election for the Board of Directors - Write in Nominees & addresses please:**

Mark Williams

Tina Smith

Chuck Webber

Write-in:

Write-in:

Given this day \_\_\_\_\_ of \_\_\_\_\_, 2013

Signature Required Here

Lot #

Address