

Travis Ranch Property Owners Association, Inc.

Essex Association Management, LP 4570 W. Grove Drive, Suite 270 Addison. Texas 75001 (972) 428-2030

October 18, 2016

Notice of Annual Meeting

November 2, 2016

Dear Travis Ranch Homeowner:

As manager for Travis Ranch Property Owners Association, Inc., I am pleased to advise you of the Annual Meeting to be held on **Wednesday, November 2, 2016**. The purpose of this meeting is to conduct normal business of the Association and present information on current Association affairs.

Also enclosed for your convenience is a proxy, which can be used in the event that you are unable to attend the meeting. **A meeting cannot be held unless a quorum is present, either in person or by proxy.**

Date: Wednesday, November 2, 2016

Time: 6:30pm-7:30pm

Location: Lewis Elementary School Cafeteria
1309 Luckenbach Drive
Forney, Texas 75126
(972) 564-7102

Check in will begin at 6:15 p.m. We are looking forward to seeing you on November 2, 2016. If you have any questions please feel free to contact me at (972) 428-2030 extension 7327.

Travis Ranch Property Owners Association, Inc.

By: _____

Chris Hoofnagle Property Manager
Essex HOA Management L.P., Managing Agent

cc: HOA file

Enclosure: Proxy, Volunteer Form

******* Important- Do Not Discard *******

Travis Ranch Property Owners Association, Inc.

Proxy

I, the undersigned, being the record Owner of the property identified below, or being the authorized voting representative for the property, hereby revoke any previous proxies and grant my revocable Proxy for quorum only and all other respects to act on my behalf as a Member of Travis Ranch Property Owners Association, Inc. (the "HOA"), at the Annual meeting of the HOA scheduled for November 2, 2016, or as such meeting may be rescheduled, adjourned, or recessed and reconvened.

- I hereby assign my proxy to the HOA for the purpose of establishing Quorum only at the 2016 Travis Ranch Property Owners Association Annual Meeting.

Sign and Date

In order for this Proxy to be valid it must be signed and dated.

Date _____

(Your Signature-Owner/Member)

(Your Printed Name- Owner/Member)

(Property Address)

Where I am present in person and elect to act on my own behalf at said meeting or with respect to a specific act of the Association, such presence or action will supersede and suspend the effectiveness of this proxy. Where I have given my written proxy to another named person dated later than the date hereof, such subsequent proxy will supersede and suspend the effectiveness of this proxy.

**Mail, fax, or email this form to: Essex Association Management, L.P.
1512 Crescent Drive, Suite 112
Carrollton, Texas 75006**

Email: proxy@essexhoa.com Fax: 469-342-8205