

**AFFIDAVIT OF MAILING OR HAND DELIVERING  
OF NOTICE TO UNIT OWNERS**

**STATE OF FLORIDA  
COUNTY OF PINELLAS**

BEFORE ME, personally appeared **JAMES J. MATEKA** and **KAREN COCHRAN** who after being duly sworn, deposes and says that notice of annual meeting of **MISSION HILLS CONDOMINIUM ASSOCIATION, INC.** to be held **TUESDAY, MARCH 02, 2021, AT 7:00 PM** at **MISSION HILLS CLUBHOUSE, 1401 MISSION HILLS BLVD., CLEARWATER, FL 33759**, were mailed and/or hand delivered in accordance with applicable law. The Notices were mailed and/or hand delivered to each unit owner at the address last furnished to the Association, as such address appears on the books of the Association. (Copy Attached)

**MISSION HILLS CONDOMINIUM ASSOCIATION, INC.**

BY: [Signature]  
**JAMES J. MATEKA, Community Manager**

BY: [Signature]  
**KAREN COCHRAN, Administrative Assistant**

**STATE OF FLORIDA  
COUNTY OF PINELLAS**

Sworn to and subscribed before me this 29<sup>th</sup> day of December, 2020,

By **JAMES J. MATEKA**, as Community Manager, and **KAREN COCHRAN**, as Administrative Assistant of **MISSION HILLS CONDOMINIUM ASSOCIATION, INC.** a Florida not-for-profit corporation.

Personally Known  or

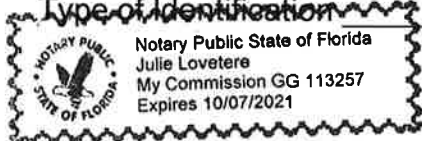
Produced Identification

Type of Identification \_\_\_\_\_

**NOTARY PUBLIC – STATE OF FLORIDA**

Sign \_\_\_\_\_

Print \_\_\_\_\_



**MISSION HILLS CONDOMINIUM ASSOCIATION, INC.**  
**FIRST NOTICE OF ANNUAL MEETING, NOTICE OF ELECTION  
AND PROCEDURE FOR QUALIFYING FOR BOARD**

Dear Homeowner:

NOTICE IS HEREBY GIVEN, in accordance with the Florida Condominium Act, that the Annual Meeting and the Election of Directors for **MISSION HILLS CONDOMINIUM ASSOCIATION, INC.** will be held on **TUESDAY, MARCH 02, 2021 AT 7:00 PM.** (Sign in begins at 6:30PM) The meeting place will be **MISSION HILLS CLUBHOUSE, 1401 MISSION HILLS BLVD., CLEARWATER, FL 33759.** The Annual Meeting of the Association will be held for the purpose of electing directors, and such other business as may lawfully be conducted. Subsequent to the "FIRST NOTICE" you will receive a "SECOND NOTICE OF ANNUAL MEETING" not less than 30 days prior to the Annual Meeting, which Notice will specify the agenda and advise of other important information concerning the Annual Meeting.

The purpose of this Notice is to advise you of the date, time and place of the Annual Meeting and to inform you of the process for qualifying for the Board.

**QUALIFYING FOR THE BOARD**

Not less than 40-days prior to the annual meeting, you must give written notice, either by mail or in person to the Association of your desire to run for the Board, addressed to the Association's mailing address: **MISSION HILLS CONDOMINIUM ASSOCIATION, INC., c/o Ameri-Tech Community Management, Inc. 24701 US Highway 19 N, Suite 102, Clearwater, Florida 33763 .** The attached, "NOTICE OF INTENT TO BE A CANDIDATE FOR THE BOARD" may be used for that purpose.

You may submit a one (1) page Information Sheet, no larger than 8 ½ inches by 11 inches, containing your qualifications and/or platform for office. This information sheet must be submitted to the Association not less than 35 days prior to the annual meeting.

The Information Sheet will be mailed to voting members, with the Second Notice of the Annual Meeting, not less than fourteen (14) days prior to the date of the Annual Meeting.

**BY ORDER OF THE BOARD OF DIRECTORS,  
JAMES J. MATEKA, LCAM  
COMMUNITY MANAGER**

**AMERI-TECH COMMUNITY MANAGEMENT, INC.**  
**24701 US Highway 19 N. Suite 102, Clearwater, FL 33763 (727) 726-8000 24hrs (727) 723-1101 Fax**  
**(Check out our website for the latest updates @ [www.ameritechcompanies.com](http://www.ameritechcompanies.com))**

## "Notice of Intent to be a Candidate for the Board"

I, (print name) \_\_\_\_\_, hereby place my  
name for nomination as a candidate for the Board of Directors of:

### **MISSION HILLS CONDOMINIUM ASSOCIATION, INC.**

I **AM** ( ) **AM NOT** ( ) enclosing an information sheet about myself.

I understand that I am responsible for the accuracy of the information contained in  
my Information Sheet.

DATE: \_\_\_\_\_ UNIT #: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_  
(Signature of candidate)

ADDRESS: \_\_\_\_\_

CITY/STATE: \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

**THIS DOCUMENT MUST BE RECEIVED BY THE ASSOCIATION NOT LESS THAN 40-DAYS PRIOR TO THE ANNUAL MEETING, AND THE ONE (1) PAGE INFORMATION SHEET (OPTIONAL) MUST BE RECEIVED BY THE ASSOCIATION NOT LESS THAN 35-DAYS PRIOR TO THE ANNUAL MEETING.**

**Return to: MISSION HILLS CONDOMINIUM ASSOCIATION, INC.  
C/O AMERI-TECH COMMUNITY MANAGEMENT INC  
24701 US HIGHWAY 19 N, SUITE 102  
CLEARWATER, FLORIDA 33763**