

# GREENFIELD CROSSING HOMEOWNERS' ASSOCIATION, INC.

## ANNUAL MEETING PROXY FORM

### USE THIS FORM IF YOU ARE NOT SUBMITTING AN ABSENTEE BALLOT OR VOTING ONSITE

If you are unable to attend the Annual Meeting onsite, an online absentee ballot is the preferred choice to record your vote. If you decide against submitting an absentee ballot, you may instead submit this proxy form to the managing agent with your designated individual (“proxy”) chosen to vote for you; the proxy need not be a member. On your proxy form, you are given three (3) options from which to choose. If you do not select any option, OPTION #3 will be selected by default.

Please note: Your proxy form must be received by the managing agent no later than 5:00pm ET, Friday, September 10, 2021. **You will not be allowed to turn in your proxy form the day of the Annual Meeting.**

### FAILURE TO FOLLOW THESE INSTRUCTIONS EXACTLY MAY NULLIFY YOUR PROXY FORM

If you make a mistake, please discard your proxy form and request a new form from the managing agent.

1. Place an ‘X’ next to your selected voting option on the form below:
  - a. Select OPTION #1 (an instructed vote) if you want the Secretary of the Association to vote on the issues and for the candidate of YOUR choice. Please note when choosing this option, you may only select **two (2) different candidates**. You are permitted to select one candidate; however, by selecting only one candidate, your vote will not be counted twice (i.e. cumulative voting is not permitted). Please circle the candidate(s) of your choice, or if you want to vote for a different candidate, CLEARLY “write-in” the candidate(s) name. **There should be no uncertainty regarding your ballot choices.**
  - b. Select OPTION #2 (an uninstructed vote) if you want your designated proxy to vote on your behalf ***even if they may not vote in your favor.*** Please name your designated proxy. Instruct your designated proxy to attend the Annual Meeting to vote on your behalf and to bring identification.
  - c. Select OPTION #3 if you do not want to vote and only use this form for quorum purposes.
2. Ensure YOUR name and address are written, and that you have signed and dated the proxy form. A minimum of one signature is required.
3. After you have selected your voting option, you have four methods of delivery: (a) mail your proxy form to the managing agent at the address listed below (return receipt is advised but not required), (b) hand deliver your proxy form to the managing agent at the address listed below, (c) email your proxy form to [j.sucher@cardinalmanagementgroup.com](mailto:j.sucher@cardinalmanagementgroup.com), or (d) fax your proxy form to (703) 866-3156 preferably with a cover page. **To avoid proxy hoarding, please do not give your proxy form directly to another person.**
4. **Your proxy must attend the meeting to cast a ballot.**
5. Only one voting method per Lot is allowed. Please ensure you do not submit an online absentee ballot or another proxy form. Voting by multiple methods will be disqualified. If you wish to vote but have already submitted your proxy form, please inform your designated proxy and the managing agent so they can take the necessary steps to cancel your original proxy. Please note that only the person(s) signing the form below has the authority to cancel the proxy.
6. After submitting your proxy form, you may still join the meeting via Zoom or by attending the meeting

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onsite. If you attend the meeting onsite, please instruct the managing agent to cancel your proxy in order to receive a paper ballot if you desire to cancel your proxy and vote at the meeting by the Annual Meeting Paper Ballot.

Management Agent Mailing Address:

Greenfield Crossing HOA  
c/o Cardinal Management Group  
4330 Prince William Pkwy, Suite 201, Woodbridge, VA 22192  
Attn: Jonathan Sucher

**PLEASE SELECT AN OPTION BY PLACING AN "X" NEXT TO THE APPROPRIATE  
OPTION NUMBER**

### OPTION 1 (Instructed): \_\_\_\_\_

I/We grant the Secretary of the Association as my/our designated proxy permission to vote as instructed. The proxy form will also be counted for quorum purposes.

ISSUE #1: How do you vote on the "2020 Annual Meeting Minutes"?

A) APPROVE

B) DISAPPROVE

C) ABSTAIN

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ISSUE #2: How do you vote on the following Homeowner Motion?

**Motion:** To transfer some of the common area, to the owner of Lot #56, upon which the owner had built their fence and landscaping.

A) APPROVE

B) DISAPPROVE

C) ABSTAIN

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ISSUE #3: Please Circle or "Write-In" The Two (2) Candidates of Your Choice

Please note, the candidate with the highest number of votes will be selected for the three (3)-year Director position, and the candidate with the second highest number of votes will be selected for the two (2)-year Director position.

Candidate #1: Nirmal Prasad

Candidate #2: Manjeet Singh (Incumbent)

Candidate #3: \_\_\_\_\_

Candidate #4: \_\_\_\_\_

### OPTION 2 (Uninstructed): \_\_\_\_\_

Person Designated as Proxy (Print Name): \_\_\_\_\_

I/We grant the above designated proxy permission to vote as he/she sees fit. Note: By selecting

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OPTION 2 you are “giving” the person named above your right to vote on all matters that may properly be brought before the Annual Meeting, including the election of members to the Board of Directors, *even if they may not vote in your favor*. The proxy form will also be counted for quorum purposes.

**\*\*IF NO DESIGNATED PROXY IS NAMED or THE DESIGNATED PROXY DOES NOT VOTE AT THE MEETING, THIS PROXY FORM IS NULLIFIED AND WILL NOT COUNT FOR QUORUM PURPOSES\*\***

**OPTION 3: \_\_\_\_\_**

I/We *DO NOT* want to vote and grant my proxy form to the Secretary of the Association to be used for quorum purposes only.

I/We, as of **Monday, September 13, 2021**, shall be the registered homeowner, or a duly authorized representative, of a Lot within the Greenfield Crossing Homeowners' Association of Aldie, Virginia, 20105, located at the address listed below and in agreement with all other people or entities holding ownership interest in the same Lot do hereby authorize the designated proxy to vote according to my/our proxy form for the Annual Meeting.

\_\_\_\_\_  
Homeowner's Printed Name

\_\_\_\_\_  
Homeowner's Printed Name

\_\_\_\_\_  
Homeowner's Address

\_\_\_\_\_  
Homeowner's Address

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Homeowner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date