



SUTTON FIELDS
Homeowners Association

CALL FOR CANDIDATES

02/10/2025

Dear Homeowner(s),

As managing agent for Sutton Fields HOA, we are pleased to announce that an Annual Election Meeting of the Members will soon be scheduled. The purpose of the meeting will be to elect 2 member(s) to the Board of Directors and to discuss the normal business of the Association. This notice is to provide Class A Members who are interested in serving on the Board of Directors with the opportunity to submit a completed Candidacy form.

If you would like to nominate yourself or another Member as a candidate for the Board of Directors, please complete the enclosed form and return it, using one of the available methods listed below. It is important that all Candidacy Forms be returned by or before the following deadline.

In order for the candidate's name to be placed on the ballot, a completed Candidacy form must be received no later than Monday, March 3rd, 2025 at 5:00PM. The meeting is to be scheduled at a later date.

Candidate Forms may be returned using one of following formats:

Please place Sutton Fields HOA., Annual Election Meeting in the subject line.

- ❖ E-mail: Kennedy@essexhoa.com
- ❖ Fax: (469) 342-8205; Attn: Kennedy Middlebrooks
- ❖ Submitted online through the Association's website: <https://suttonfieldshoa.com>
- ❖ Regular US Mail:
 - Sutton Fields HOA
c/o Essex Association Management, LP
Attn: Kennedy Middlebrooks
1512 Crescent Drive, Suite 112
Carrollton, TX 75006

After the Candidacy Forms have been received and the candidates established, we will issue an Annual Election Meeting Notice Packet containing the meeting notice, draft agenda, proxy, ballot listing all candidates, and their candidacy statements for review. **The meeting date will be scheduled for a later date.**

Sincerely,

Essex Association Management, L.P., Managing Agent
On Behalf of Sutton Fields HOA

cc: HOA File

Enclosures: Candidacy Form

Essex Association Management, L.P.
1512 Crescent Drive, Suite 112
Carrollton, TX 75006
Phone: (972) 428-2030
<https://suttonfieldshoa.com>