**Exhibit 3. Application: Information Required From Community for Ombudsman Election Services:**

| **Issue:** **This information is required for election monitoring, ballot creation and vote counting** | **Information:**Please provide the information in this block and **identify its** **Source in the next block.** | **Source:** **Dec**laration §; **Cert**if. of Inc. §; **Bylaws** §; **DUCIOA** §; **Uniform Property Act** §**Del. Gen. Corporation Law** § |
| --- | --- | --- |
| **Community Name** |  |  |
|  Community Address |  |  |
|  Contact Person |  |  |
|  Contact -Telephone -email  |  |  |
|  |  |  |
| **Type of Election** |  |  |
| Annual Election of Directors |  |  |
|  Special Election |  |  |
|  Issue Approval? |  |  |
|  Recall of Officer? |  |  |
|  |  |  |
| **Date of Election** |  |  |
| Place of Election |  |  |
| Time of Election |  |  |
|  |  |  |
| **Services Requested** |  |  |
| Election Monitors |  | 29/ 2544 (6) |
| Vote Counting |  | 29/ 2544 (6) |
| Prepare Ballot |  |  |
| Mail and Count Ballots |  |  |
| Provide and Operate Voting Machines |  |  |
| Other |   |  |
|  |  |  |
| **Notice requirements:** |  |  |
| Nominations |  |  |
| Election |  |  |
| Meeting |  |  |
|  |  |  |
| **Quorum: # or %** Required for the Meeting/Approval |  |  |
|  |  |  |
| **Method of voting**: e.g. Secret Ballot? In Person? Mail-in Ballot? |  |  |
| # Votes per unit |  |  |
| Weighted Vote? (condos) List Weights |  |  |
| Weight of Vote? Declarant. |  |  |
|  |  |  |
| **Eligibility of Voters** |  |  |
| Renters Eligible? |  |  |
| Declarant Eligible? |  |  |
| Delinquent owners Eligible?(DUCIOA requires delinquents vote. §81-302 (a) (11)) |  |  |
| Who is Ineligible to Vote per Documents? |  |  |
| Hearing Available? |  |  |
| *Provide List of Ineligible Voters* |  |  |
| *Provide List of Eligible Voters* |  |  |
|  |  |  |
| **Nominating committee** requirements |  |  |
| Nomination Deadline? |  |  |
| Committee Report Deadline? |  |  |
| Term limits? Years? |  |  |
| Nominations from Floor? |  |  |
| Limit # of Terms? |  |  |
| *Provide list of eligible candidates* |  |  |
|  |  |  |
| **Proxy requirements:** |  |  |
| Statutory Requirements? |  |  |
| Deadline Date to Mail proxies to voters |  |  |
| Deadline to return proxies |  |  |
|  |  |  |
| **Ballot questions** |  |  |
| Deadline for notice |  |  |
| *Provide text of questions* |  |  |

|  |  |
| --- | --- |
| **Please Attach:** | **°Ombudsman’s Contact/Complaint form****°Ombudsman Agreement for Election Services****°Petition of > of 15% of voting Interest or 6 Owners for Ombudsman to provide election services or…****°Resolution of Board for Ombudsman to conduct election** **°Check for $35 to “DOJ CIC Ombudsman”****°Current DE Annual Franchise Tax Report****° List of candidates****°List of eligible Voters in Excel****°List of ineligible Voters in Excel****°Notice of Election****°Declaration****°Certificate of Incorporation****°Bylaws or Code of Regulations****°Draft Ballot****°Draft Proxy****°Text of issues****°Attachments for Notice:** **(Budget; Annual Report, Candidate statements?)**  |