

ON TOP OF THE WORLD

CONDOMINIUM ASSOCIATION, INC.,
a Florida Not-For-Profit Corporation
2069 World Parkway Blvd. East
Clearwater, FL 33763

BOARD OF ADMINISTRATION

Kenneth D. Colen, Chairman	Gail Sanders
Charles McAllister, Vice Chairman	James F. O'Neil
C. Guy Woolbright, Secy-Treas.	Virgil C. Ratliff
	Michael Spodeck
	Russell Ciokiewicz
	Maria Avdelas

November 21, 2023

Dear Association Member:

This letter constitutes the Second Notice of Election and Annual Meeting of the Members of On Top of the World Condominium Association, Inc. (the "Association") to be held in the East Activity Center at 2069 World Parkway Boulevard East, Clearwater, Florida 33763, beginning at 10:00 a.m., on Friday, December 15, 2023. Please refer to the enclosed Annual Meeting Agenda.

Election of the Board of Administration

The election of the Board of Administration (the "Board") of the Association will be held on December 15, 2023 at the Annual Meeting. As required by law, the following documents are enclosed with this letter:

1. Information Sheet for Each Candidate
2. Ballot for Election of Board of Administration with Instructions for completing and returning Election Ballot (on flip side)
3. Inner Envelope (marked "Ballot Secrecy Envelope")
4. Outer Envelope (addressed to the Association)

The thirteen (13) candidates who have chosen to run for election for the nine (9) seats on the Board are listed in alphabetical order by surname on the enclosed Election Ballot (printed on yellow paper).

Florida law requires secret, written ballots for board elections and voting by electronic means. No proxies may be used for this purpose.

In order to exercise your vote, please complete the enclosed yellow Election Ballot, being careful to follow the detailed instructions printed on the back side of the Election Ballot. Then, fill in the required information on the outer envelope. Be sure to place your completed Ballot in the inner envelope (marked "Ballot Secrecy Envelope") then place your Secrecy Ballot envelope into the outer envelope and drop into the secure box at either the East or West Activity Centers, mail it to the Association, or bring it with you to the December 15 Annual Meeting. Should you misplace the Election Ballot, additional copies will be available at the Annual Meeting.

Electronic Voting

Another way in which to vote for your Board of Administration is by voting electronically. If you have already registered to vote electronically, at **otow.conduu.com**, you do not have to opt-in again. Electronic voting opens on December 1, you will simply login and vote online. (An email will be sent in advance to remind Owners when electronic voting is open. (Emails will be sent to those Owners who requested to receive Association emails.)

If you have not previously voted electronically, please note you first need to determine the designated voting owner of the unit and opt-in. If you wish to vote electronically, take time now to fill out the "opt-in" form online at <https://www.otowclearwaterinfo.com/electronic-voting/>. In order to vote electronically in the December 15, 2023 election, you must submit the "opt-in" form no later than 10:00 a.m. on December 12, 2023. Any "opt-in" form received after that date will not apply to the December 15, 2023 election.

Once you “opt-in” to vote electronically, Conduu will email you instructional information on how to register to vote using their secure software.

Notice of Meeting of the Board of Administration

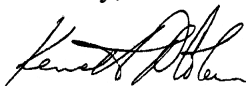
This letter also constitutes notice of a meeting of the Board of Administration to be held in the East Activity Center at 2069 World Parkway Boulevard East, Clearwater, Florida 33763, immediately following the Annual Meeting of the Members, on December 15, 2023. Please refer to the enclosed Board of Administration Meeting Agenda.

Amongst the matters to be considered at the Board of Administration meeting is consideration of the suspension of voting rights and common facilities use rights of those unit owners who are then more than 90 days delinquent in any payment due the Association. Because the Board believes it is in the best interest of each and every Member that the Association pursue collection of unpaid assessments, your Association is diligent on following up with each unit owner whose account is past due. Whenever informal collection efforts are unsuccessful, the past due account is turned over to the Association’s legal counsel for collection. After that, the Association is no longer able to accept payments or discuss the past due account directly with the unit owner. The unit owner must then go through the Association’s legal counsel to bring the account current. Please also bear in mind that, pursuant to your Declaration of Condominium and the Rules of the Association, for each assessment installment that is more than 15 days late, the Association’s policy is to charge an administrative late fee of \$25, plus interest from the due date to the payment date.

We look forward to seeing you on December 15, 2023. If you have any questions, or wish to speak at one of the meetings, please submit them in writing to the Association at 2069 World Parkway Boulevard East, Clearwater, FL 33763 in advance of the Annual Meeting. You may also email your written questions or requests to speak to clearwaterinfo@otowfl.net.

We wish to take this time to wish you a very Happy Thanksgiving and wonderful holiday season.

Sincerely,



Kenneth D. Colen
Chairman

Enclosures