

**INNSBROOK OWNERS' ASSOCIATION, INC.**

**PROXY/BALLOT/CONSENT FORM ("PROXY FORM")**

Address of Innsbrook Property \_\_\_\_\_ ("Site")

(Print Address or Tax ID/GPIN Numbers)

Owner Name(s) \_\_\_\_\_

(Print All Owner Names)

The undersigned hereby grant /my proxy to the *Secretary of the Association Meeting* for the purpose of establishing a quorum and casting my votes as set forth below at the October 1, 2025, Special Meeting of Innsbrook Owners' Association, Inc., or any recess or adjournment thereof ("Association Meeting").

The Proxy Holder is instructed to cast my/our votes as follows (check only **one**):

- ☐ ***In favor of*** the amendments to the Amended and Restated Innsbrook Protective Covenants and the Association Articles of Incorporation and Bylaws (collectively, the "Association Documents") proposed by the Board of Directors, as more specifically detailed in the draft amendments made available to the Association membership for consideration.
- ☐ ***Against*** the amendments to the Association Documents proposed by the Board of Directors, as more specifically detailed in the draft amendments made available to the Association membership for consideration.

**NOTE:** The proxy is revocable by the owner or owners only upon actual receipt of revocation notice by the person presiding over the meeting.

***Please sign and date below.***

\_\_\_\_\_  
Signature of Owner (indicate title or position, if applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner (indicate title or position, if applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner (indicate title or position, if applicable)

\_\_\_\_\_  
Date

**ALL OWNERS OF RECORD MUST SIGN THIS PROXY FORM**

**INSTRUCTIONS**

1. Use the Proxy Form *even if you plan* to attend the Association meeting. This Proxy Form serves as a proxy, ballot, and consent form for the purpose of specifying your vote/consent to the proposed amendments.
2. Print your name and address in Innsbrook. The names of all owners of the Site should be identified.
3. All owners of record of the Site must sign this Proxy Form.
4. Complete, sign the Proxy Form and, *before commencement of the Association Meeting*, return by hand-delivery, mail or email to: Association Secretary, at:

c/o: Kayla Blair, Community Association Manager  
Thalhimer  
4991 Lake Brook Drive, Suite G90  
Glen Allen, Virginia 23060  
Email: [kayla.blair@thalhimer.com](mailto:kayla.blair@thalhimer.com)