

## **Instructions for Filing a Petition for Appointment of an Election Monitor**

A completed petition, copy of the first notice of election, and qualified voter list of unit owners must be received in this office no later than fourteen (14) days in advance of the scheduled election date.

1. Please print clearly and fill out the entire petition. At least fifteen (15 %) percent of the association's qualified voters must sign the petition, including the date, and their unit number. Qualified voters who own multiple units must sign separately for each unit.
2. Mail or hand-deliver the original completed petition, a copy of the first notice of election, and the association's list of qualified voters to:

Office of the Condominium Ombudsman  
1400 West Commercial Blvd. Suite 185J  
Ft. Lauderdale, FL 33309  
Telephone: (954) 202-3234

3. If the petition is deficient, the unit owner's representative will be notified and be afforded five (5) calendar days from receipt of the notice to correct all deficiencies.
4. Upon appointment of an election monitor, the board and petitioner's representative will be notified.
5. Pursuant to Florida law, the association is responsible to pay all costs incurred for the election monitor.

**STATE OF FLORIDA  
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
DIVISION OF FLORIDA CONDOMINIUMS, TIMESHARES, AND MOBILE HOMES  
ATTENTION: CONDOMINIUM OMBUDSMAN  
1400 West Commercial Boulevard, Suite 185,  
Fort Lauderdale, FL 33309-3782  
954.202.3234/FAX 954.202.3237**

**PETITION FOR APPOINTMENT OF ELECTION MONITOR**

This petition is being circulated for the purpose of requesting the Condominium Ombudsman to appoint an election monitor under section 718.5012(9), Florida Statutes, to monitor the next regular election of the condominium association. This form incorporates the procedures contained in rule 61B-23.00215, Florida Administrative Code. By signing below, the unit owner entitled to vote is voting in favor of requesting the appointment of an election monitor.

The unit owners who sign below hereby vote in favor of the appointment of an election monitor, and state that they are authorized to cast a vote on behalf of the unit or units identified below, and understand that all unit owners who are members of the association will be required to pay the costs and fees associated with the monitoring process.

**Name of condominium** \_\_\_\_\_

**Name of association** \_\_\_\_\_

**Mailing address of association** \_\_\_\_\_

**Number of total voting interests/  
units in the condominium** \_\_\_\_\_

**Date, place and time of next regular  
election to be monitored** \_\_\_\_\_

**Briefly state the basis for having an election monitor appointed (optional).**



Unit Owner Name (Print)	Unit Number	Signature	Date

**Unit Owners' Representative:** The person identified below has been designated as the unit owners' representative who will receive the petitions for appointment of election monitor, tally the votes, provide copies of the petitions to the association and receive other information on behalf of the unit owners (*below, fill in the name and address of the unit owners' representative*)

**Name of Representative:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Fax Number:** \_\_\_\_\_

**E-mail address:** \_\_\_\_\_