

July 29, 2019

RE: Notice of Annual Meetings
Manor Club at Ford's Colony Condominium Association
Manor Club at Ford's Colony Time-Share Association

Dear Marriott's Manor Club Owner:

The 2019 Annual Meetings of Manor Club at Ford's Colony Condominium Association and Manor Club at Ford's Colony Time-Share Association will be held concurrently at 11:30 a.m., Eastern Daylight time, on September 27, 2019, at Ford's Colony Country Club (see Reader Board for exact meeting room location), 240 Ford's Colony Drive, Williamsburg, Virginia 23188.

Manor Club at Ford's Colony Condominium Association is responsible for the maintenance of the Common Elements and Limited Common Elements of the Condominium. The purpose of the Condominium Association meeting is to review the operations of the Association, conduct any other business which may be presented at the meeting, and to consider the following:

- Election of one (1) Member to the Board of Directors to serve a three-year term

Manor Club at Ford's Colony Time-Share Association is responsible for maintaining the Time-Share Program and for the maintenance of the interiors of the Time-Share Units within the Condominium. The purpose of the Time-Share Association meeting is to review the operations of the Association, conduct any other business which may be presented at the meeting, and to consider the following:

- Election of one (1) Member to the Board of Directors to serve a three-year term

In order to conduct the Annual Meetings of Manor Club at Ford's Colony Condominium Association and Manor Club at Ford's Colony Time-Share Association, each Association must obtain quorum which requires a **minimum vote (in person or by Proxy) of 25% of the voting interests.**

The following Annual Meeting materials are enclosed for your review:

- **Candidate Profiles** of the candidates for election to the Boards of Directors
- **Limited Proxies Submission Methods**
- **Limited Proxies**

This email contains the link to the secure internet site that will allow you to submit your Limited Proxies electronically and also view the documents related to this meeting. It has confidential information specific to your account and is intended only for the member to whom it is addressed.

If you are unable to attend in person, you may submit your Limited Proxies electronically no later than 11:59 p.m., Eastern time, on September 20, 2019. The internet procedures are designed to authenticate your electronic submission by use of a personal control number. To submit your proxies via Morrow Sodali's online system, please click on proxyvoting.com/MVCI. At the site, you must enter the following control number: [# to be provided by proxy vendor]. **PLEASE MAKE NOTE OF YOUR CONTROL NUMBER AS THE INFORMATION IS AVAILABLE ONLY THROUGH MORROW SODALI.**

In connection with updating your records, two **Certificate of Voting** forms are included. **If you previously completed and returned the Certificate of Voting forms, you do not need to complete the forms again unless you wish to designate a new voting member.** If completing the forms, please designate one (1) voting member by entering the name of your designated voting member, signing and submitting electronically. Single, individual Owners do not need to complete the forms. Please note, completing the Certificate of Voting forms is different from appointing a proxy holder. See your Limited Proxies for specific instructions on appointing a proxy holder if you are unable to attend the Annual Meetings.

If you have any questions regarding submitting your Limited Proxies electronically, please contact

Morrow Sodali by email at mvci.info@morrrowsodali.com.

If you have questions regarding the Annual Meetings, please contact Tammi Hastings, General Manager, by phone at 757-221-7300 or by email at tammi.hastings@vacationclub.com.

Whether or not you plan to attend the Annual Meetings, I encourage you to submit your Limited Proxies promptly. If the quorum requirement is not met, the Associations will incur additional expense to re-notice Owners in order to obtain the votes required to hold the Annual Meetings. Your vote and participation are important to the Associations.

Sincerely,

Amber Gerry Kein

Secretary

Manor Club at Ford's Colony Condominium Association

Manor Club at Ford's Colony Time-Share Association

**Manor Club at Ford's Colony Condominium Association
2019 Annual Meeting**

Candidate Profiles

Candidates listed in alphabetical order

Name: Patrick Brown
Home: Hunt Valley, Maryland
Occupation: Partner, Capital Portfolio Management
Comments: "For the past six years I have served on the board of the Manor Club Time Share and Condominium Associations in various positions. The last four years were served as president. I would like to continue serving on the board to complete the many projects that I have participated in. For those of you who have visited the Manor Club at Ford's Colony, or spoken to a visitor, I am sure you have heard of the great improvements that have been made including the renovation of all condos and the renovation of both pools. All of this was completed with minimal increases to the maintenance fees. Lastly, we have completed the additional parking on the Commons side of Manor Club. I enjoy working with our two board members who have been excellent partners as serving as your board of directors."

Name: Steven Gallagher
Home: Arlington, Virginia
Occupation: Attorney/Government Executive
Comments: "I am offering to serve if I can be of assistance. A Marriott loyalist for many years, my focus would be on the interaction of plant operations and the customer experience. I am a senior executive with over thirty years of leadership experience in judicial, public policy, and foundation communities. Applying a strong blend of legal and management expertise, I am currently serving with the Federal government. Previously, in the private sector, I managed staff in 18 states servicing clients in 63 countries. I started my career serving five years in the U.S. Air Force. I have served as Chair of my church's Finance Council for 12 years (\$3 million budget), and by appointment of the Arlington County Board, I serve on several boards and commissions. G.S. Aerospace Control Systems Technology, Southern Illinois University; J.D, Rutgers Law School; and M.G.A., University of Pennsylvania."

Name: Roy Honeycutt III
Home: Williamsburg, Virginia
Occupation: President, Honeycutt Salon Services Inc.
Comments: "I am honored to be a candidate for Timeshare Association or Condominium Board of Directors. My wife and I have been members of Marriott Vacation Club for 19 years. The Manor Club is our home destination and I am dual member of Destination Points and deeded Time Share travel options. Traveling worldwide to many timeshares including at least 12 Marriott Vacation Club locations has given me the chance to see many features that work in other locations. I am an advocate for smart fiscal decisions, development of family activity schedules, providing excellency in grounds and buildings, team spirited staffing yielding excellent customer service. I am proud of Manor Club's ability to maintain these standards in the past. Strong leadership is essential to see that Marriott and Manor Club will be part of the successful future of Williamsburg, Virginia and Fords Colony."

Name: Ralph D. Roles
Home: Charleston, South Carolina
Occupation: Chiropractic Physician
Comments: "I am a sole proprietor of a Chiropractic Clinic (Charleston Neck & Back Center, P.A.). I have over 40 years' experience in running multiple practices (4 at the highest point) and I am well versed in business methods. I have also served as a Board Member for the South Carolina Chiropractic Association for over 10 years and served as its president for 2 years. In addition, I have served as a member of the Federation of Chiropractic Licensing Boards (National Group) as well as the national Board of Chiropractic Examiners. I would be happy to expand more on my qualifications if desired or necessary. Thank you for your consideration."

**Manor Club at Ford's Colony Time-Share Association
2019 Annual Meeting**

Candidate Profiles

Candidates listed in alphabetical order

Name: Gerard Edward Desmond
Home: Tinton Falls, New Jersey
Occupation: Corporate Retirement Consultant
Comments: "I have had the honor to serve on both Manor Club Associations Boards as the Vice President for the past 3 years. My wife and I have owned our week at Manor Club for over 30 years. During those years we have seen the development and utilization of the resort. We also own 3 additional weeks of MVC timeshare at other resorts. Besides my professional experience that assist in fulfilling my Board duties I have over 25 years of Homeowner Association Board experience with my residential development. I truly believe that a Board member has a Fiduciary duty to serve as the proxy for the other homeowners to ensure the standards of the Manor Club and their usage experience remains high. Also, we must be stewards of all financial matter and be fiscally responsible in our decisions and actions. Thank you for your consideration, Gerry Desmond."

Name: Steven Gallagher
Home: Arlington, Virginia
Occupation: Attorney/Government Executive
Comments: "I am offering to serve if I can be of assistance. A Marriott loyalist for many years, my focus would be on the interaction of plant operations and the customer experience. I am a senior executive with over thirty years of leadership experience in judicial, public policy, and foundation communities. Applying a strong blend of legal and management expertise, I am currently serving with the Federal government. Previously, in the private sector, I managed staff in 18 states servicing clients in 63 countries. I started my career serving five years in the U.S. Air Force. I have served as Chair of my church's Finance Council for 12 years (\$3 million budget), and by appointment of the Arlington County Board, I serve on several boards and commissions. G.S. Aerospace Control Systems Technology, Southern Illinois University; J.D, Rutgers Law School; and M.G.A., University of Pennsylvania."

Name: Roy Honeycutt III
Home: Williamsburg, Virginia
Occupation: President, Honeycutt Salon Services Inc.
Comments: "I am honored to be a candidate for Timeshare Association or Condominium Board of Directors. My wife and I have been members of Marriott Vacation Club for 19 years. The Manor Club is our home destination and I am dual member of Destination Points and deeded Time Share travel options. Traveling worldwide to many timeshares including at least 12 Marriott Vacation Club locations has given me the chance to see many features that work in other locations. I am an advocate for smart fiscal decisions, development of family activity schedules, providing excellency in grounds and buildings, team spirited staffing yielding excellent customer service. I am proud of Manor Club's ability to maintain these standards in the past. Strong leadership is essential to see that Marriott and Manor Club will be part of the successful future of Williamsburg, Virginia and Fords Colony."

Name: Ralph D. Roles
Home: Charleston, South Carolina
Occupation: Chiropractic Physician
Comments: "I am a sole proprietor of a Chiropractic Clinic (Charleston Neck & Back Center, P.A.). I have over 40 years' experience in running multiple practices (4 at the highest point) and I am well versed in business methods. I have also served as a Board Member for the South Carolina 33 Chiropractic Association for over 10 years and served as its president for 2 years. In addition, I have served as a member of the Federation of Chiropractic Licensing Boards (National Group) as well as the national Board of Chiropractic Examiners. I would be happy to expand more on my qualifications if desired or necessary. Thank you for your consideration."

Limited Proxies Submission Methods

The accompanying Notice of Annual Meeting describes important issues affecting the Associations. To submit your Limited Proxies:

1. By Internet

- a. Log onto proxylvoting.com/MVCI, 24 hours a day, seven days a week by the deadline of 11:59 p.m., Eastern time, on September 20, 2019.
- b. Enter the control number that appears on your Limited Proxies.
- c. Follow the simple instructions.

2. By Mail

- a. Mark your selections on each of the enclosed Limited Proxies for the Manor Club at Ford's Colony Condominium Association and the Manor Club at Ford's Colony Time-Share Association.
- b. Date and sign your name exactly as it appears on your Limited Proxies. For both proxies to be valid, the "Voting Member Signature, Name and Address" "Witness Signature, Name and Address" sections must be completed. Joint Ownership may witness each other's Limited Proxies (Notary Public is not required).
- c. If you will not be able to attend the Annual Meeting, please appoint a proxy holder to vote on your behalf. You may appoint the designated proxy holder named on your Limited Proxies, or you may write in the name of another person that you wish to act as your proxy holder. The person you designate must be in attendance at the Annual Meeting for your vote to be counted.
- d. Mail the Limited Proxies in the enclosed postage-paid envelope.

Limited Proxies Submission Methods

The accompanying Notice of Annual Meetings describes important issues affecting the Associations. To submit your Limited Proxies:

1. By Internet

- a. Log onto proxyvoting.com/MVCI, 24 hours a day, seven days a week by the deadline of 11:59 p.m., Eastern time, on September 20, 2019.
- b. Enter the control number that appears on your Limited Proxies.
- c. Follow the simple instructions.

2. By Mail

- a. Mark your selections on each of the enclosed Limited Proxies for the Manor Club at Ford's Colony Condominium Association and the Manor Club at Ford's Colony Time-Share Association.
- b. Date and sign your name exactly as it appears on your Limited Proxies. For both proxies to be valid, the "Voting Member Signature, Name and Address" "Witness Signature, Name and Address" sections must be completed. Joint Ownership may witness each other's Limited Proxies (Notary Public is not required).
- c. If you will not be able to attend the Annual Meetings, please appoint a proxy holder to vote on your behalf. You may appoint the designated proxy holder named on your Limited Proxies, or you may write in the name of another person that you wish to act as your proxy holder. The person you designate must be in attendance at the Annual Meetings for your vote to be counted.
- d. Mail the Limited Proxies in the enclosed postage-paid envelope.

LIMITED PROXY

**Manor Club at Ford's Colony Condominium Association
2019 Limited Proxy**

Signatures Must be Witnessed - Notary not Required - Joint Ownership can Act as Witness

Date: _____

Voting Member Signature: _____
Voting Member Name & Address: _____

Witness Signature: _____
Witness Name & Address: _____

Voting Member Signature: _____
Voting Member Name & Address: _____

Witness Signature: _____
Witness Name & Address: _____

Legal Name:

Note: All owners (or the designated voting member, if applicable) must sign and date the Limited Proxy for the vote(s) to be counted. Please sign and return your Limited Proxy on or before September 20, 2019. Please note, however, that votes will be counted if cast in person or otherwise properly received on or before September 27, 2019.

1. PROXY HOLDER. The above signed, as member(s) of Manor Club at Ford's Colony Condominium Association (the "Association") does hereby appoint EITHER (indicate choice by filling in the circle at (A) OR (B)):

(A) **Patrick Brown**, President of the Association, or any other officer or director of the Association in attendance he so designates in his absence; **OR**

(B) _____
(Insert name of individual, who MUST be in attendance at the Annual Meeting in order for your vote(s) to be counted.)

as my true and lawful attorney-in-fact and proxy holder, revoking all previous proxies, to vote in my place and stead on my behalf, as though I myself were present, with power of substitution, at the **Annual Meeting of Manor Club at Ford's Colony Condominium Association**, to be held at 11:30 a.m. Eastern daylight time, on September 27, 2019 at Ford's Colony Country Club (see Reader Board for exact meeting room location), 240 Ford's Colony Drive, Williamsburg, Virginia 23188, except that my proxy holder's authority is limited as indicated below.

2. **AGENDA ITEM(S)**. (FOR YOUR VOTE TO BE COUNTED ON THE FOLLOWING ISSUES, YOU MUST MARK THE CIRCLE(S) PROVIDED BELOW. IF YOU LEAVE ANY ITEM IN THIS SECTION BLANK, YOUR PROXY HOLDER MAY NOT CAST A VOTE ON SUCH ITEM.)

(A) Election of one (1) member to the Board of Directors to serve a three-year term. See the Candidate Profiles for a summary of the candidates. Please vote for no more than one (1) candidate. Selection of more than one (1) candidate will invalidate your vote.

- Patrick Brown
- Steven Gallagher
- Roy Honeycutt III
- Ralph D. Roles

3. **GENERAL POWERS (NON-AGENDA ITEM(S))**.

(A) You may choose to grant your proxy holder general powers. Please fill in the circle below if you want your proxy holder to vote on other issues which may come up at the meeting and for which a limited proxy is not required.

- I authorize and instruct my proxy holder to use his or her best judgment on all matters which properly come before the meeting and for which a general power may be used.

THIS LIMITED PROXY IS REVOCABLE BY THE OWNER BY ACTUAL NOTICE TO THE PERSON PRESIDING OVER THE MEETING AND SHALL TERMINATE AFTER THE FIRST MEETING HELD ON OR AFTER THE DATE OF THIS PROXY OR ANY RECESS OR ADJOURNMENT OF THAT MEETING.

Owner ID/Villa/Week:

CERTIFICATE OF VOTING MEMBER – INDIVIDUALS

[This Certificate of Voting Member (Individuals) form should only be used for those Interests owned by multiple individuals. Partnerships, corporations, trusts, limited liability companies and other entity owners shall use the Certificate of Voting Member (Entity) form on page 2.]

The undersigned, being the owners (each, an “Owner” and, collectively, the “Owners”), of ownership interest(s) (each, an “Interest”), in the program or property known as **Marriott’s Manor Club at Ford’s Colony** which is managed and administered by **Manor Club at Ford’s Colony Condominium Association** (the “Association”), hereby designate the below-listed individual as the “Voting Member” to cast the vote, on Owners’ behalf, for each such Interest, in all matters pertaining to the Association, until this Certificate of Voting Member is revoked or suspended by written instrument executed by the Owners.

Each Owner hereby acknowledges and agrees that the execution and delivery of this Certificate of Voting Member shall automatically revoke, and shall entirely replace and supersede, any voting certificate(s) executed by the Owners relating to the Association prior to the dates set forth below.

In designating a Voting Member, all Owners must sign below.

VOTING MEMBER

_____ (type or print one (1) name; Voting Member must be on Deed)

OWNERS:

Signature: _____
Printed Name: _____
Date: _____

Signature: _____
Printed Name: _____
Date: _____

Signature: _____
Printed Name: _____
Date: _____

Signature: _____
Printed Name: _____
Date: _____

Signature: _____
Printed Name: _____
Date: _____

Owner ID/Villa/Week:

CERTIFICATE OF VOTING MEMBER - ENTITY

[This Certificate of Voting Member (Entity) form should only be used for Interests owned by entities (e.g. partnerships, corporations, trusts, limited liability companies). For Interests owned by multiple individuals, please use the Certificate of Voting Member (Individuals) form on page 1.]

The undersigned, being the owner (the "Owner"), of ownership interest(s) in the program or property known as **Marriott's Manor Club at Ford's Colony** which is managed and administered by **Manor Club at Ford's Colony Condominium Association** (the "Association"), hereby designates the below-listed individual as the "Voting Member" to cast the vote, on Owner's behalf, until this Certificate of Voting Member is revoked or suspended by written instrument executed by Owner.

Owner hereby acknowledges and agrees that the execution and delivery of this Certificate of Voting Member shall automatically revoke, and shall entirely replace and supersede, any voting certificate(s) executed by Owner for the Association prior to the date set forth below.

By the execution of this Certificate of Voting Member in the space provided below, the individual signing this Certificate of Voting Member, on behalf of Owner, represents that he/she is authorized to sign this Certificate of Voting Member on behalf of the Owner.

VOTING MEMBER

(type or print one (1) name)

ENTITY OWNER LEGAL NAME:

Signed By: _____

Printed Name: _____

As its (choose one):

President Vice President General Partner Other _____

Date: _____

ATTEST:

(Attest not required if entity is a Trust)

Signed By: _____

Printed Name: _____

As its (choose one):

Secretary Assistant Secretary

Owner ID/Villa/Week:

CERTIFICATE OF VOTING MEMBER – INDIVIDUALS

[This Certificate of Voting Member (Individuals) form should only be used for those Interests owned by multiple individuals. Partnerships, corporations, trusts, limited liability companies and other entity owners shall use the Certificate of Voting Member (Entity) form on page 2.]

The undersigned, being the owners (each, an “Owner” and, collectively, the “Owners”), of ownership interest(s) (each, an “Interest”), in the program or property known as **Marriott’s Manor Club at Ford’s Colony** which is managed and administered by **Manor Club at Ford’s Colony Time-Share Association** (the “Association”), hereby designate the below-listed individual as the “Voting Member” to cast the vote, on Owners’ behalf, for each such Interest, in all matters pertaining to the Association, until this Certificate of Voting Member is revoked or suspended by written instrument executed by the Owners.

Each Owner hereby acknowledges and agrees that the execution and delivery of this Certificate of Voting Member shall automatically revoke, and shall entirely replace and supersede, any voting certificate(s) executed by the Owners relating to the Association prior to the dates set forth below.

In designating a Voting Member, all Owners must sign below.

VOTING MEMBER

_____ (type or print one (1) name; Voting Member must be on Deed)

OWNERS:

Signature: _____
Printed Name: _____
Date: _____

Signature: _____
Printed Name: _____
Date: _____

Signature: _____
Printed Name: _____
Date: _____

Signature: _____
Printed Name: _____
Date: _____

Signature: _____
Printed Name: _____
Date: _____

Owner ID/Villa/Week:

CERTIFICATE OF VOTING MEMBER - ENTITY

[This Certificate of Voting Member (Entity) form should only be used for Interests owned by entities (e.g. partnerships, corporations, trusts, limited liability companies). For Interests owned by multiple individuals, please use the Certificate of Voting Member (Individuals) form on page 1.]

The undersigned, being the owner (the "Owner"), of ownership interest(s) in the program or property known as **Marriott's Manor Club at Ford's Colony** which is managed and administered by **Manor Club at Ford's Colony Time-Share Association** (the "Association"), hereby designates the below-listed individual as the "Voting Member" to cast the vote, on Owner's behalf, until this Certificate of Voting Member is revoked or suspended by written instrument executed by Owner.

Owner hereby acknowledges and agrees that the execution and delivery of this Certificate of Voting Member shall automatically revoke, and shall entirely replace and supersede, any voting certificate(s) executed by Owner for the Association prior to the date set forth below.

By the execution of this Certificate of Voting Member in the space provided below, the individual signing this Certificate of Voting Member, on behalf of Owner, represents that he/she is authorized to sign this Certificate of Voting Member on behalf of the Owner.

VOTING MEMBER

(type or print one (1) name)

ENTITY OWNER LEGAL NAME:

Signed By: _____

Printed Name: _____

As its (choose one):

President Vice President General Partner Other _____

Date: _____

ATTEST:

(Attest not required if entity is a Trust)

Signed By: _____

Printed Name: _____

As its (choose one):

Secretary Assistant Secretary

LIMITED PROXY

**Manor Club at Ford's Colony Time-Share Association
2019 Limited Proxy**

Signatures Must be Witnessed - Notary not Required - Joint Ownership can Act as Witness

Date: _____

Voting Member Signature: _____

Voting Member Name & Address: _____

Witness Signature: _____

Witness Name & Address: _____

Voting Member Signature: _____

Voting Member Name & Address: _____

Witness Signature: _____

Witness Name & Address: _____

Legal Name:

Note: All owners (or the designated voting member, if applicable) must sign and date the Limited Proxy for the vote(s) to be counted. Please sign and return your Limited Proxy on or before September 20, 2019. Please note, however, that votes will be counted if cast in person or otherwise properly received on or before September 27, 2019.

1. The above signed, as Member(s) of **Manor Club at Ford's Colony Time-Share Association** (the "Association"), does hereby appoint EITHER (indicate choice by filling in the circle at (A) or (B)):
- (A) **Patrick Brown**, President of the Association, or any other officer or director of the Association in attendance he so designates in his absence; **OR**
 - (B) _____
(Insert name of individual, who **MUST** be in attendance at the Annual Meeting in order for your vote(s) to be counted.)

as my true and lawful attorney-in-fact and proxy holder, revoking all previous proxies, to vote in my place and stead on my behalf, as though I myself were present, with power of substitution, at the **Annual Meeting of Manor Club at Ford's Colony Time-Share Association**, to be held at 11:30 a.m. Eastern daylight time, on September 27, 2019, at Ford's Colony Country Club (see Reader Board for exact meeting room location), 240 Ford's Colony Drive, Williamsburg, Virginia 23188.

2. **AGENDA ITEM(S)**. (FOR YOUR VOTE TO BE COUNTED ON THE FOLLOWING ISSUES, YOU MUST MARK THE CIRCLE(S) PROVIDED BELOW. IF YOU LEAVE ANY ITEM IN THIS SECTION BLANK, YOUR PROXY HOLDER MAY NOT CAST A VOTE ON SUCH ITEM.)

(A) Election of one (1) member to the Board of Directors to serve a three-year term. See the Candidate Profiles for a summary of the candidates. Please vote for no more than one (1) candidate. Selection of more than one (1) candidate will invalidate your vote.

- Gerard Edward Desmond
- Steven Gallagher
- Roy Honeycutt III
- Ralph D. Roles

3. **GENERAL POWERS (NON-AGENDA ITEM(S))**. You may choose to grant your proxy holder general powers. Please fill in the circle below if you want your proxy holder to vote on other issues which may come up at the meeting and for which a limited proxy is not required.

- I authorize and instruct my proxy holder to use his or her best judgment on all matters which properly come before the meeting and for which a general power may be used.

THIS LIMITED PROXY IS REVOCABLE BY THE OWNER UPON ACTUAL RECEIPT OF NOTICE OF REVOCATION BY THE PERSON PRESIDING OVER THE MEETING AND IS VALID ONLY FOR THE MEETING FOR WHICH IT IS GIVEN AND ANY LAWFUL ADJOURNMENT THEREOF. IN NO EVENT IS THIS LIMITED PROXY VALID FOR MORE THAN ELEVEN (11) MONTHS FROM THE DATE OF THE APPOINTMENT.