

August 20, 2018

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

Dear Marriott's Manor Club Owner:

The 2018 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 October 18, 2018, 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 October 11, 2018. 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, you may complete them online 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 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@morrowssodali.com.

If you have questions regarding the Annual Meeting, 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
2018 Annual Meeting**

Candidate Profiles

Candidates listed in alphabetical order

Name: Dean Henricks
Home: Naperville, Illinois
Occupation: Financial Consultant
Comments: "I am Dean Henricks and I welcome the opportunity to be a part of the Manor Club experience as one of your owner representatives. I, my spouse and family, have been owners at Manor Club as our home resort for 11 years. After military service I have been working with clients, helping them reach their financial objectives. My interests are issues which meet and go beyond the expectations of my fellow Manor Club Owners."

Name: Roy Honeycutt
Home: Williamsburg, Virginia
Occupation: Retired, Former President of Honeycutt Salon Services
Comments: "I am honored to be considered as a candidate for Condominium and Time-Share Association Boards of Directors. My wife and I have been members of Marriott Vacation Club for 18 years. The Manor Club is our home destination. We are dual members of Destination and Time Share travel options. We have traveled worldwide to many time shares including at least 12 Marriott Vacation Club locations. I am a strong advocate for sound fiscal policy, diversified family activities schedule, maintaining excellency in grounds and buildings, team spirited staffing, and excellent customer service. I am proud of Manor Club's ability to maintain these standards. Strong leadership is essential to see that Manor Club will be part of the successful future of Williamsburg Virginia as one of America's best travel destinations."

Name: Amber Gerry Kein
Home: Robbinsville, New Jersey
Occupation: Director, Project Management IT Operations
Comments: "As a current member of the Manor Club Board of Directors, it has been my distinct privilege to represent the owners and work with the management team. Tremendous improvements, including Bistro and update Activities Center, have enhanced guest experience at the resort. My family and I have visited the Manor Club for the last 15+ years, and own destination points enabling us to frequent other Marriot resorts. My focus for the next term would be to continue to enhance the resort so all guests can create fantastic memories, preserve the rich historical background of the area, and be fiscally conservative. I ask for your support to be re-elected, so we can continue the great momentum."

**Manor Club at Ford's Colony Time-Share Association
2018 Annual Meeting**

Candidate Profiles

Candidates listed in alphabetical order

Name: Dean Henricks
Home: Naperville, Illinois
Occupation: Financial Consultant
Comments: "I am Dean Henricks and I welcome the opportunity to be a part of the Manor Club experience as one of your owner representatives. I, my spouse and family, have been owners at Manor Club as our home resort for 11 years. After military service I have been working with clients, helping them reach their financial objectives. My interests are issues which meet and go beyond the expectations of my fellow Manor Club Owners."

Name: Roy Honeycutt
Home: Williamsburg, Virginia
Occupation: Retired, Former President of Honeycutt Salon Services
Comments: "I am honored to be considered as a candidate for Condominium and Time-Share Association Boards of Directors. My wife and I have been members of Marriott Vacation Club for 18 years. The Manor Club is our home destination. We are dual members of Destination and Time Share travel options. We have traveled worldwide to many time shares including at least 12 Marriott Vacation Club locations. I am a strong advocate for sound fiscal policy, diversified family activities schedule, maintaining excellency in grounds and buildings, team spirited staffing, and excellent customer service. I am proud of Manor Club's ability to maintain these standards. Strong leadership is essential to see that Manor Club will be part of the successful future of Williamsburg Virginia as one of America's best travel destinations."

Name: Amber Gerry Kein
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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 proxyvoting.com/MVCI, 24 hours a day, seven days a week by the deadline of 11:59 p.m., Eastern time, on October 11, 2018.
- 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.

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- 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.

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

LIMITED PROXY

**Manor Club at Ford's Colony Condominium Association
2018 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 October 11, 2018. Please note, however, that votes will be counted if cast in person or otherwise properly received on or before October 18, 2018.

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 October 18, 2018 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.

- Dean Henricks
- Roy Honeycutt
- Amber Gerry Kein

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.

LIMITED PROXY

**Manor Club at Ford's Colony Time-Share Association
2018 Limited Proxy**

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

Date: _____

Voting Member Signature: _____

Voting Member Name & Address: _____

Voting Member Signature: _____

Voting Member Name & Address: _____

Witness Signature: _____

Witness 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 October 11, 2018. Please note, however, that votes will be counted if cast in person or otherwise properly received on or before October 18, 2018.

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 October 18, 2018, at Ford's Colony Country Club (see Reader Board for exact meeting room location), 240 Ford's Colony Drive, Williamsburg, Virginia 23188.

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- Dean Henricks
- Roy Honeycutt
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- 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.

Owner ID/Villa/Week:

CERTIFICATE OF VOTING MEMBER – INDIVIDUALS

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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:

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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.

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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