



## LOVELAND DOWNTOWN DEVELOPMENT AUTHORITY (DDA) ELECTION INFORMATION

On **November 7, 2017**, the City of Loveland will participate in the Larimer County election. In addition to other municipal matters including City Council and Mayoral elections, the City will place a question on the ballot providing for the DDA to issue bonds to finance costs of downtown development and redevelopment projects.

Please read the following instructions and complete the form on the opposite side of this page.

### **Who gets to vote in the DDA election?**

Residents, property owners, and leaseholders within the DDA boundaries are eligible to vote on the DDA ballot question.

### **How do I get a ballot to vote in the DDA election?**

- *Residents* within the DDA boundaries who are registered to vote in the State of Colorado, Larimer County, **prior to the printing of the ballots**, are not required to take any action and will see the ballot question on their November election ballot.

If you are not registered to vote, you may participate in the DDA election by completing the required **Affirmation of Eligibility/Designation of Natural Person** (Sections 1-3 only) and return it to the City Clerks Office for qualification prior to the election.

- *If you own real property, as a natural person,\* you will be added to the voter list and receive a ballot. You don't need to complete the Affirmation of Eligibility/Designation of Natural Person.*
- If you hold a lease on real property as a *natural person* within the District and are *not registered to vote*, you will be required to complete the attached **Affirmation of Eligibility/Designation of Natural Person** (Sections 1-3 only) and return it to the City Clerks Office, prior to the election, to be qualified to vote.
- If you own real property and/or hold a lease on real property within the District as a legal *entity,\** you are required to: 1) complete the attached **Affirmation of Voter Eligibility/Designation of Natural Person**; AND 2) designate a *natural person* to vote in the election as a representative of the *entity* prior to the election (Sections 1, 2 & 4 only).

### **\* Definitions**

A "*natural person*" is defined as a real human being, distinguished from a corporation (i.e., a company, LLC, partnership or trust).

An "*entity*" is defined as any institution, company, partnership, government agency, university, or any other organization.

### **Where do I send the form to ensure I get to vote?**

Please return the completed **Affirmation of Voter Eligibility/Designation of Natural Person** to the City Clerk's Office, Designated Election Official, 500 E. 3<sup>rd</sup> St., Ste. 230, Loveland, CO 80537.

If you have any questions, please contact the City Clerk's Office at **970.962.2717**.

To register to vote, go to: <https://www.sos.state.co.us/voter-classic/pages/pub/home.xhtml>.

# AFFIRMATION OF VOTER ELIGIBILITY/DESIGNATION OF NATURAL PERSON

Complete this form and return to the address below for qualification to vote in the DDA election.

Please follow the instructions on the opposite side of this form.

*Please Note: If you are already registered to vote in Larimer County and reside or own property within the DDA boundaries, you DO NOT need to complete this form. The question will be on your ballot or on a separate ballot, that will be mailed to you.*

**STEP 1:** Property Address \_\_\_\_\_  
(\*Note: Property is required to be located within the DDA boundaries)

**STEP 2:** Name of Resident, Real Property Landowner or Leaseholder \_\_\_\_\_  
(Print Name)

## STEP 3 - AFFIRMATION OF VOTER ELIGIBILITY

If you *reside or hold a lease on real property as a natural person* within the DDA boundaries **and are not registered to vote**, you are required to complete this **Affirmation of Eligibility** to qualify and vote in the DDA election.

I, \_\_\_\_\_, a "natural person," certify that I am the  
(Print name provided in Step 2)

Resident  Real Property Owner  Leaseholder  (check one) at the Property Address identified in Step 1, above.

I understand that by participating in this election, my name and address will be added to the Qualified Electors List, which is subject to public disclosure under the Colorado Revised Statutes "Open Records Act."

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)

## STEP 4 - DESIGNATION OF NATURAL PERSON TO VOTE ON BEHALF OF ENTITY OWNER OR LEASEHOLDER

If you *own real property and/or hold a lease on real property* within the DDA boundaries as a legal "entity," complete this **Designation of Natural Person** AND designate a natural person to qualify and vote in the DDA election as a representative of the entity.

I, \_\_\_\_\_, as the authorized representative of  
(Print name)

\_\_\_\_\_, hereby designate the following individual, as a natural person who  
(Entity name)

is a U.S. Citizen and 18 years of age or older, to vote on behalf of such entity in the November 7, 2017 DDA election.

\_\_\_\_\_  
(Authorized representative's signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Designee Name)

\_\_\_\_\_  
(Date of Birth)

\_\_\_\_\_  
(Street, City, State, Zip)

\_\_\_\_\_  
(Email)

\_\_\_\_\_  
(Phone)

**Mail completed forms to:** City Clerk's Office, Designated Election Official, 500 E. 3<sup>rd</sup> St., Ste. 230, Loveland, CO 80537  
After October 13, 2017, completed forms may be dropped off at the City Clerk's Office.