

CONSENT TO RECEIVE ASSOCIATION NOTICES AND DOCUMENTS ELECTRONICALLY

Please take a moment to review the Terms and Conditions presented below.

Agreement To Terms and Conditions:

In accordance with California Civil Code §§4040 to 4050, which is part of California’s Davis-Stirling Common Interest Development Act (CC §§4000-6150) (the “Act”), the undersigned Member(s) of the **ANDALUSIA HOMEOWNERS ASSOCIATION** (the “Association”), by signing below, hereby consent to receipt of documents, reports, notices, and other information from the Association by e-mail, facsimile, or other electronic means. It is my intention that this consent apply, without limitation, to notices, newsletters, minutes, personal invoices, budgets, financial statements, and other documents that the Association is required by the Act to deliver to its Members, instead of receiving that information by conventional first-class mail, so long as the means of electronic transmission utilized by the Association creates a record that is capable of retention, retrieval, and review that may thereafter be rendered into clearly legible, tangible form. This consent to receipt of notices and information from the Association by electronic means shall not apply, however, to any notice or document which the Act or other applicable law requires to be provided to me by some other form of written communication or by personal delivery. **NOTE:** Any item that requires an official vote and ballot of the membership cannot be communicated via email and will be sent via conventional mail.

Terms and Conditions:

1. Email statement Enrollment

- a. By agreeing to receipt of Association notices and documents electronically, you are indicating that you would like to receive your HOA statements and other Association notices and documents via electronic mail (email).
- b. By enrolling, you acknowledge and agree that email statements are a courtesy service and regardless of whether you receive any email statements, you must pay your assessments and/or other charges to the HOA in a timely fashion and in conformance with the governing documents of the HOA.
- c. By registering and completing this form, you are considered enrolled. The next time your account is billed, you will receive an email statement and no other statement will be provided through the postal service or otherwise.

2. Limitations, Charges and Cancellation:

- a. Service Limitations:
HOA will take commercially reasonable efforts to provide your Association notices and documents via email in a productive and efficient manner. However, technical or other difficulties cannot always be foreseen or anticipated. These difficulties may result in loss of data, personalized settings or delays in your receipt of Association notices and documents. HOA is not liable for failures of email transmissions of Association notices and documents due to any cause, including but not limited to transmission failures due to bounced emails, full email boxes, internet access problems, network failures, and any other delays or customer failure to receive email statements.

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b. Cancellation:

You have the right to receive any notice or other document or record that is provided or made available under this Consent on paper or in non-electronic form if requested by you, in writing to the Association. You may revoke your consent to receipt of association notices and documents at any time by providing the Association with signed written notice of your desire to do so.

4. Contact Information:

For questions regarding these Terms and Conditions, contact us at: cs@communitymanagement.com or 408-559-1977.

Requests to receive any notice or other document or record that is provided or made available under this Consent on paper or in non-electronic form should be submitted in writing to:

Community Management Services, Inc.
1935 Dry Creek Road, Suite 203
Campbell, CA 95008

Acknowledgement:

By signing below, I acknowledge that I will not receive conventional printed or photocopied versions of documents generally distributed by the Association unless I otherwise specifically request receipt of a non-electronic form of the notice or document. I understand that, at any time, I may request a paper copy of any document that I have previously received in electronic form, or that I desire in some other format, by contacting the Association’s manager. I understand that the Association cannot confirm my ability to receive communications, or whether I have read such communications. By executing this document, I am affirming that the electronic device I use to receive communications meets the hardware and software requirements necessary for receiving such notices, statements, and disclosures electronically. I understand that the Association may be required to disclose my e-mail address in accordance with California law. I agree to provide notice to the Association in the event of any changes to my e-mail address, and understand that I can withdraw this Consent at any time, simply by sending in writing to the Association’s manager.

DATED: _____, 20__

SIGNATURE OF MEMBER: _____

Association Name: **ANDALUSIA HOMEOWNERS ASSOCIATION**

Print Name of Member: _____

Property Address: _____

Telephone Number: _____

Account Number: _____

E-mail Address: _____