

Howe Association Management, Inc.

485 Hartz Avenue, Suite 200
Danville, CA 94526
TEL: (925) 837.2805 Ext. 1#
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Email: jackiehowe@howehoa.com

To: Village Pointe HOA Membership

From: John David, Property Manager

Subject: ELECTRONIC TRANSMISSION CONSENT FORM
FOR DELIVERY OF ASSOCIATION DOCUMENTS

Dear Homeowners,

Each year the Association is required per Civil Code Law, to mail each Homeowner items such as the yearly Budget, Reserve Study, Year End Report, Collection Policy, etc. However, California Civil Code, Section 4040 allows Homeowners to consent to receiving the documents via electronic transmission (email and/or email link). Therefore, if you sign and return the ELECTRONIC TRANSMISSION CONSENT FORM FOR DELIVERY OF ASSOCIATION DOCUMENTS, the Association will be able to email and/or email link you the items which will save the Association money. The Board urges all Homeowners to sign ELECTRONIC TRANSMISSION CONSENT FORM FOR DELIVERY OF ASSOCIATION DOCUMENTS.

We must receive the signed Optout form before the Association can start emailing you documents required per Civil Code Law. Therefore, please email the signed form as soon as possible to: optout@howehoa.com. Each Homeowner is responsible to update the Management Office with any change in their email address.

If you have any questions regarding the above or enclosed information, please email: jackiehowe@howehoa.com.

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ELECTRONIC TRANSMISSION CONSENT FORM FOR DELIVERY OF ASSOCIATION DOCUMENTS

Pursuant to *California Civil Code* Section 4040, I hereby consent to have my Association documents delivered to me via electronic transmission (email and/or email link)

- Assessment & Reserve Funding Disclosure Summary (form)
- Pro Forma Operating Budget or Pro Forma Operating Budget Summary
- Assessment Collection Policy
- Insurance Coverage Summary
- Board Minutes Access
- Alternative Dispute Resolution (ADR) Rights (summary)
- Internal Dispute Resolution (IDR) Rights (summary)
- Architectural Changes Notice
- Secondary Address Notification Request
- Monetary Penalties Schedule
- Reserve Funding Plan
- Review of Financial Statements
- Annual Update of Reserve Study
- Other mailings allowed by law
- Newsletter

I agree to have the following documents sent to me via electronic transmission for General Mailings & Association Notices (email and email link): _____
Initial

I understand and agree that delivery of said documents is complete at the time of the transmission and that all statutory or other notice requirements as defined in the Association's governing documents are perfected at transmission. Further, I understand and agree that it is my responsibility to notify the Association, in writing of any email address changes and to withdrawal of my consent to electronic transmission (email and email link).

Name of Association: **VILLAGE POINTE HOA**

Owner's Name: _____
Signature Print Name

Property Address: _____

Date: _____

Email Address: _____

PLEASE EMAIL SIGNED FORM TO: optout@howehoa.com