

## Member Contact Information

Association Name: \_\_\_\_\_

Member Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Phone Number(s): \_\_\_\_\_

Email address(es): \_\_\_\_\_

### Email Consent Opt In

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

1. Email address changes
2. Withdrawal of my consent to electronic transmission

### Membership List Opt Out

Senate Bill 323 makes members' email addresses part of the Association's membership list and are available to any homeowner upon written request. The written request must be specific and for a proper purpose. Members who do not wish to have their information shared with other Association members may 'opt out' of being included in the membership list, but must do so in writing.

Please remove my name, property address, mailing address and email address (es) from the membership list.

### Request for Annual Notice of Address, Representative and Rental Status

*Civil Code Section 4041* requires each owner of a separate interest (property) to provide written notice to the Association of the following information annually. Please provide the information in the form below and return the completed form to the Association within 30 days. **If the requested information is not provided, the last address provided in writing by the owner or, if none, the property address shall be deemed to be the address to which notices are to be delivered.**

The address to which notices from the Association are to be delivered:

\_\_\_\_\_

An alternate or secondary address to which notices from the Association are to be delivered:

\_\_\_\_\_

The name and address of your legal representative, if any, including any person with power of attorney, or other person who can be contacted in the event of your extended absence from the separate interest:

\_\_\_\_\_

Is the property (Please mark only one):

- Owner-occupied       Rented out       Developed, but vacant       Undeveloped

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Return form to: Homeowner Association, 2266 Camino Ramon, San Ramon, CA 94583 or [cheryl@hoaservices.net](mailto:cheryl@hoaservices.net).