

Consent to Communicate Official Correspondence Electronically

NOTE THAT THE ASSOCIATION MAY NOT COMMUNICATE OFFICIAL INFORMATION OR CONDUCT BUSINESS WITH YOU WITHOUT YOUR HAVING AN UPDATED CONSENT FORM ON FILE IN THE OFFICE REGARDLESS OF YOUR SENDING A MESSAGE TO THE OFFICE BY EMAIL. NOT HAVING A CONSENT FORM ON FILE MAY DELAY SOME BUSINESS WITH THE ASSOCIATION.

As CTTA continues to embrace technology to improve efficiency and save money, CTTA is attempting to communicate more frequently through E-MAIL and Webpage postings and less frequently through the United States Postal Service. With between 425 and 500 mailings, a minimum of three times per year, the cost for postage is quite significant. Simply adding three documents to the 2020 Annual Packet that could have been delivered electronically added over \$900 to the cost of the packet.

If you have the capability and would like to take advantage of the convenience afforded by electronic communications and also see CTTA save printing and postage costs please acknowledge that fact by signing the attached Consent to Communicate Official Correspondence Electronically (E-MAIL) form allowing us to communicate official correspondence with you by way of E-MAIL and Website postings.

This consent will include most official correspondence and some supporting documents from the Annual Meeting Packet, the balance of which will be mailed by USPS as required by statute or that requires special handling. In addition to having an E-MAIL account you will need to have the ability to print and return some forms that will require your signature. Raffle tickets will need to be printed and returned with payment.

The following is quoted from the Davis/Sterling web site:

ELECTRONIC NOTICE & RECORDS

Starting January 1, 2010, many notices, disclosures and documents may be delivered electronically to any member who has agreed to that method of delivery.

Written Consent Required. Before an association can electronically distribute documents, notices and disclosures described above, it must receive the recipient's written consent. (Civ. Code §4040(a).) The consent must comply with all the requirements of Corporations Code §20, which includes a clear written statement to the recipient as to:

- any right of the recipient to have the record provided or made available on paper or in nonelectronic form,
- whether the consent applies only to that transmission, to specified categories of communications, or to all communications from the corporation, and
- the procedures the recipient must use to withdraw consent.

Electronic Delivery Defined. The Davis-Stirling Act defines electronic delivery to mean "email, facsimile, or other electronic means." (Civ. Code §4040(a)(2).) Other electronic means include posting on an electronic message board or network which the association has designated for those communications, together with a separate notice to the recipient of the posting. (Corp. Code §20.) If a document is delivered by electronic means, delivery is complete at the time of transmission. (Civ. Code §4050(c).)

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Effective immediately I, _____, Site Number: _____, give consent to use E-MAIL for the communication of all official correspondence from CTTA, including some supporting documents from the Annual Meeting Packet, the balance of which will always be mailed by USPS as required by statute or that requires special handling. I understand that some electronic forms can be filled in, saved to my computer, attached to my replying E-MAIL, and returned to the CTTA office by E-MAIL. If my response is by E-MAIL the CTTA staff will acknowledge my E-MAIL and attachments with an E-MAIL acknowledgement. I understand that unless otherwise noted documents specifically requiring signature must be printed, signed, and returned by way of USPS to the CTTA address below. (CTTA will seek to allow electronic signatures where ever possible)

Upon request, in addition to the electronic version of official correspondence, printed copies of official correspondence can be obtained at the CTTA office. I will request printed versions in advance to ensure their availability at the time of my visit to the office.

If, after giving consent to use E-MAIL communications for official correspondence, I find that it is more practical to receive printed communications, I will submit a signed letter siting my name, site number, and the statement "Please remove my consent to receive electronic communications of official correspondence". This letter will result in me receiving printed official correspondence going forward from the point it is received in the office.

I understand that raffle tickets will need to be printed, filled out, and returned with payment by way of USPS.

Calaveras Timber Trails Association

P O Box 362

Avery, CA 95224

Phone: 209-795-2130

Fax: 209-795-5510

E-Mail: office1@calaverastimbertrails.com

Signed: _____ Date: _____

My Official E-MAIL address: _____

By initialing this box, I am declining to use E-MAIL communications for official correspondence.