

# CAUGHLIN RANCH HOMEOWNERS ASSOCIATION

Dear Caughlin Ranch Resident:

In an effort to reduce the operating expenses of the Caughlin Ranch Homeowners Association (the "Association" or "CRHA") and to enhance timely and effective communication between the Association and Caughlin Ranch property owners, the Association's Board of Directors has voted to implement an **Email Distribution System**.

- Nevada statutes mandate that the Association mail notices to members by regular U.S. Mail, **unless** the member consents in writing to receiving notices by electronic mail (Email).
- If you do nothing, you will continue to receive all notices required by law through standard U.S. Mail.
- If you authorize electronic notice, you will now receive official CRHA notices via Email instead of standard U.S. Mail. By agreeing to this electronic statutory notice, this will save the Association a substantial amount of money and time. The added benefit of "going green" is also a concept we can all support.

After investigation, the Board has contracted with Constant Contact to perform this service. Please review the **Privacy Statement** and **Terms of Use** on Constant Contact's website ([www.constantcontact.com](http://www.constantcontact.com)) since the use of the Constant Contact services requires agreement to this Privacy Statement and Terms of Use. Member participation is voluntary. In the years to come, the Association may change its email service provider and the attached Authorization is intended to apply to all email service providers – because each member can always provide a written revocation of any Authorization.

**Under NRS 116.3108, we need your written authorization to deliver notices electronically.** After reading the authorization below, if you agree to receive future notices by Email, please provide the information required below and your dated signature. If you provide this Authorization, it will remain in place until you revoke this Authorization by another written document. **Please mail the completed form to the CRHA office, or feel free to drop it off directly.** Your email address will not be distributed to any person other than the Association and the email service provider (solely to use to transmit one-way email messages only to our members). All information provided below will be used ONLY for official CRHA business. A copy of this Authorization is also available online at [www.caughlinhoa.com](http://www.caughlinhoa.com).

Caughlin Ranch Homeowners Association

Telephone: (775) 746-1499

## **AUTHORIZATION TO SEND CRHA NOTICES VIA ELECTRONIC MAIL**

**I hereby authorize the Caughlin Ranch Homeowners Association to use an electronic mail format, in lieu of U.S. Mail, to notify me of all official Association notifications as required by NRS 116.3108 and detailed above.**

I have read and understand the Privacy Statement and Terms of Use on Constant Contact's website ([www.constantcontact.com](http://www.constantcontact.com)) and will review any Terms of Use or Privacy Statement of any future service providers used by the Association. I understand that although Constant Contact, CRHA, and any future service provider, take every precaution to protect the privacy of members' information, CRHA cannot guarantee protection. I consent to having my email address included in the Association's email list and accept the inherent risks involved with email communications. Generally, the benefits and convenience of email communications outweigh the risk of potential violation of privacy.

**By signing below, I understand that the Association will discontinue sending future notices by regular U.S. Mail** and that CRHA will continue to email only to the email address on this Authorization Form unless the Association receives written notification from me that I want to revoke this Authorization and return to receipt of notification by standard U.S. Mail. **I also understand and agree that if I wish to discontinue receiving my notices electronically or I change my email address, it is my obligation to notify the Caughlin Ranch Homeowners Association in writing or the Association will continue to rely on this Authorization.**

**OWNER(S) NAME:** \_\_\_\_\_ **TELEPHONE NO.** \_\_\_\_\_

**CAUGHLIN RANCH STREET ADDRESS:** \_\_\_\_\_

**EMAIL ADDRESS FOR FUTURE NOTICES:** \_\_\_\_\_

**HOMEOWNER SIGNATURE:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**FOR OFFICE USE ONLY:** \_\_\_\_\_ **Entered Into System By:** \_\_\_\_\_ **Date:** \_\_\_\_\_