



## 2023 CONSENT TO RECEIVE EMAILS

Your Avalon Board of Directors wants to make sure that you are receiving up-to-date information about your community. This authorization allows the use of your email address ***only*** for purposes of communications from the Avalon HOA Board of Directors, through either direct communication from the Board or through the association's current property management company. Please note, your email address will not be shared with any third parties.

**I / we consent to receive association communication via email.**

*Please note, you will continue to receive official HOA written notices in the mail as required by Florida law.*

Avalon property address: \_\_\_\_\_

Mailing address, if different from above: \_\_\_\_\_

Email(s) for electronic communication: **(Please Print Clearly)**

\_\_\_\_\_  
\_\_\_\_\_

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

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

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

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

***Please return this form to Lighthouse Management via mail or email.***

Via email: **mleqve@yahoo.com**

Mail: Lighthouse Management & Consulting, P.O. Box 0774, Windermere, FL 34786-0774

*I hereby authorize the Avalon Homeowners Association to use my email address, as described above, for association-related communications. I understand that no email communication will be used to replace any official notices required by our governing documents and/or by applicable FL Statutes. Official required HOA notices will continue to be sent to the members via USPS mailing. Avalon HOA shall maintain, in accordance with applicable FL statutes, the electronic mailing addresses of those members who consent to receive notice by electronic transmission. I understand that my authorization will remain in effect until my consent to receive notice by electronic transmission is revoked. I further understand that my consent to receive notice by electronic transmission can be revoked by me at any time by notifying Avalon HOA directly or the HOA's current property management company. I agree to promptly notify the Association of any changes in my email address, so as to have a current email address on file with the Association.*

# FAQ on the Email Consent form

## 1. What is an “electronic disclosure authorization” form?

This authorization form, when completed and submitted by you, will permit the Avalon HOA Board of Directors, association Property Management and HOA committees, to communicate with you via email.

## 2. Why am I being asked to complete this authorization form?

It's been a goal of your Board of Directors to improve communication in all aspects for the Avalon HOA community. Florida law dictates that certain steps be taken to protect the personal information of the members. One of those steps is a requirement to receive written authorization from those members who wish to receive electronic notices from the HOA. Since electronic communication is faster, inexpensive, more efficient, and environmentally friendly, the Board of Directors has decided to ask those members wishing to receive electronic notices for their written permission.

## 3. What type of information will be communicated to me electronically?

It is not the goal of this Board of Directors to use email communication to replace any of the official notices that are required to be given by our governing documents and/or by applicable FL Statutes. While future email communications may discuss or relay similar information, **official required HOA notices will continue to be sent via USPS mailing. It is the desire of the Board of Directors to mainly use electronic emails to send information considered to be general in nature.**

Examples of information sent via email would be:

- Notice of upcoming HOA meetings
- HOA Events
- HOA notices of maintenance/landscaping issues affecting the entire community
- HOA notice of outside issues that have an impact on our community (e.g. hurricanes)
- Request for input on various subjects
- Any other HOA business that the Board determines appropriate.

**Note:** no email communication sent will be used to replace any official notices required by our governing documents and/or by applicable FL Statutes. For example, while a notice of an upcoming Board of Directors or members meeting may be sent via email to those who grant permission, the required meeting notifications will still be posted on the Turtle Creek notice board by the entrance gate, and notification of the annual members meeting will still be sent per our governing documents or by applicable FL Statutes, via USPS mailing to all members.

## 4. What happens if I don't complete the electronic disclosure authorization form?

You simply will not receive email communications from the HOA. You will continue to receive any communications, including official notices required to be sent by our governing documents and/or by applicable FL Statutes, via USPS mailing. Notification of quarterly dues will continue to be sent via USPS.

## 5. Will my email be shared with anyone else other than our property management or Board of Directors?

No. Your signed authorization grants permission for Avalon HOA to use your email address to convey association-related information via our property management or Board of Directors.

## 6. How do I sign up?

Complete the form on the previous page. If you have any questions regarding the form, please contact Michael Leque at Lighthouse Management at 407-876-9599.