

TERRACINA RESIDENTIAL COMMUNITY, INC.

E-MAIL REGISTRATION POLICY

STATE OF TEXAS §
 §
COUNTY OF DENTON §

KNOWN ALL MEN BY THESE PRESENTS:

WHEREAS, pursuant to the provisions of Sections 209.0042 and 209.0051 of the Texas Property Code (the “Property Code”), the Board of Directors of Terracina Residential Community, Inc. (the “Association”) is permitted to send notice of certain matters, including Board meetings, to the members via e-mail to each owner who has registered an e-mail address with the Association; and

WHEREAS, Section 209.0042 of the Texas Property Code, entitled “Methods of Providing Notices to Owners”, provides the following:

- (a) Subject to this section, a property owners’ association may adopt a method that may be used by the association to provide a notice from the association to a property owner.
- (b) A property owners’ association may use an alternative method of providing notice adopted under this section to provide a notice for which another method is prescribed by law only if the property owner to whom the notice is provided has affirmatively opted to allow the association to use the alternative method of providing notice to provide to the owner notices for which another method is prescribed by law.
- (c) A property owners’ association may not require an owner to allow the association to use an alternative method of providing notice adopted under this section to provide to the owner any notice for which another method of providing notice is prescribed by law.

WHEREAS, pursuant to Section 209.0051(f) of the Property Code, it is an owner’s duty to keep an updated e-mail address with the Association once they have registered their e-mail address with the Association; and

WHEREAS, in order for the Association to provide notice via e-mail to an owner who has requested such, it is an owner’s duty to provide the Association with a valid e-mail address and to update such e-mail address in the event such changes once they have registered their e-mail address with the Association; and

WHEREAS, the Association desires to allow Members of the Association an alternative method of notice, specifically e-mail notice, for those that choose to opt into receiving such in lieu of written notice that is mailed.

NOW, THEREFORE, IT IS RESOLVED, the following procedures and practices are established for the registration of e-mail addresses with the Association, and the same are to be known as the “E-Mail Registration Policy” of the Association.

1. **Purpose.** The purpose of this E-Mail Registration Policy is to ensure that, for any e-mail notification that the Association may send as may be permitted by law, each owner receives proper notice of

such. This E-Mail Registration Policy is also intended to provide the Association with a method to verify the identity of owners who cast electronic ballots via e-mail and to provide newsletters and other notices to the owners via e-mail.

This E-Mail Registration Policy does not include notices from the Association to owners regarding violations of the Association's governing legal documents, unless such is authorized by law.

2. **Registration.** Each owner is responsible to register his or her e-mail address with the Association if he/she desires to receive e-mail notifications from the Association, and it is the owner's responsibility to keep his or her registered e-mail address up to date and accurate.

An owner may register his or her e-mail address by submitting a request to register or change his or her e-mail address to the Association via email at: BOD @Terracina.US. Alternatively, the Association may allow an owner to register his or e-mail address through a form provided by the Association. Please allow seven (7) business days from submission of an e-mail address for the Association to update its records. Please note that correspondence to the Association and/or its property manager, if any, from an e-mail address for any other purpose other than to express a statement to register or change an e-mail address is not sufficient to register such e-mail address with the Association.

Multiple Record Owners of a Lot: Regardless of whether more than one person is a record owner of a lot within the Terracina development, the Association will only recognize one valid registered e-mail address per lot. The Association sending notice to one e-mail address shall constitute proper notice to all record owners of a lot.

3. **Failure to Register or Failure to Keep an Updated E-Mail Address.** In the event an owner fails to register an accurate e-mail address with the Association, the owner may not receive e-mail notification of regular and special Board meetings or other notices as described herein. Also, the Association may use an owner's registered e-mail address for purposes of verifying the owner's identity for electronic voting (if such process is utilized). If an owner fails to register an e-mail address with the Association or submits an electronic ballot from an e-mail address other than the e-mail address registered with the Association, such owner's electronic ballot will not be counted. The Association has no obligation to actively seek out a current e-mail address for each owner. In addition, the Association has no obligation to investigate or obtain an updated e-mail address for owners whose current registered e-mail address is returning an e-mail delivery failure message/undeliverable message.
4. **Definitions.** The definitions contained in the Association's dedicatory instruments are hereby incorporated by reference.

This is to certify that the E-Mail Registration Policy was adopted by the Board of Directors at a meeting on July 8, 2024, and has not been modified, rescinded or revoked.

IT IS FURTHER RESOLVED that this E-Mail Registration Policy is effective upon adoption hereof, to remain in force and full effect until revoked, modified or amended.

TERRACINA RESIDENTIAL COMMUNITY, INC.

By:


Michael Avari

Printed Name

Title:

President