

FAQ on the Electronic Disclosure Authorization Form

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

When completed and submitted by you, this authorization form will permit the Homeowners Association of Sisson Meadows, Inc. 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?

A recent change to FL legislation requires the HOA 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, it's the goal of your Board of Directors to improve communication in all aspects for the Sisson Meadows community.

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

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 Board meeting minutes
- Dues Statements and/or Invoices (Quarterly dues statements and/or coupon books will continue to be sent via USPS.)
- HOA Newsletter / Schedule of Events
- HOA notices of maintenance issues affecting entire community
- HOA notice of outside issues that have an impact on our community (e.g. nearby road closures, local construction impact, relevant governmental issues)
- Request for input on various subjects
- Any other HOA business that the Board determines appropriate

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. Quarterly dues statements and/or coupon books will also 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 Homeowners Association of Sisson Meadows, Inc. to use your email address to convey association-related information via our property management (if applicable), Board of Directors, or HOA committees.

6. How do I sign up?

Complete the form on the next page. Please return this form by U.S. Postal Service to: 379 Cheney Highway, #238, Titusville, FL 32780. Or, if you would like to scan your signed form and send via email, please email: sissonmeadowshoa@gmail.com . If you have any questions regarding the form, please email the Homeowners Association of Sisson Meadows, Inc. Board of Directors at: sissonmeadowshoa@gmail.com .

Electronic Disclosure Authorization Form

Please complete and return this form to authorize the Homeowners Association of Sisson Meadows, Inc. to use your email address for general association-related communications. This authorization restricts the use of your email address for only purposes of communications from the Homeowners Association of Sisson Meadows, Inc. Board of Directors and HOA committees, through either direct communication from the Board or, if applicable, through the association's current property management company. Your email address will not be shared with any third parties.

Please return this form by U.S. Postal Service to Homeowners Association of Sisson Meadows, Inc. or, if you would like to scan your signed form and send via email, please email: sissonmeadowshoa@gmail.com .

I/we hereby authorize Homeowners Association of Sisson Meadows, Inc. to use my/our email address, as described above, for association-related communications relating to my/our property. Such authorization applies to all members that own the subject property listed below. If only signed by one member, I represent that I have the authority to execute this authorization on behalf of all owners of the property. I/we understand that no email communication will be used to replace any official notices required by the Association's governing documents and/or by applicable FL Statutes.

Homeowners Association of Sisson Meadows, Inc. shall maintain as an official record of the Association, in accordance with applicable FL statutes, the electronic mailing addresses of those members who consent to receive notice by electronic transmission; however, I/we do not grant the Association the authority to disclose my/our electronic mailing address. I/we understand that my/our authorization will remain in effect until my/our consent to receive notice by electronic transmission is revoked. I/we further understand that my/our consent to receive notice by electronic transmission can be revoked by me/us at any time by notifying Homeowners Association of Sisson Meadows, Inc. directly or the HOA's current property management company in writing. I/we understand that it is my/our responsibility to promptly notify the Association of any changes in my/our email address, so as to have a current email address on file with the Association.

PLEASE PRINT CLEARLY!

Name(s): _____

Sisson Meadows street address:

Mailing address, if different from above:

Email address to be used for Sisson Meadows communications:

Signature(s): _____ Date: _____