

# Ashwood Homeowners Association

## Consent to Receive Official Communications by Electronic Transmission

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

Owner Name(s): \_\_\_\_\_

Property Address: \_\_\_\_\_  
Sarasota, Florida \_\_\_\_\_

Mailing Address, if different: \_\_\_\_\_

Dear Ashwood Homeowner,

Ashwood Homeowners Association is updating its owner contact records and requesting written consent from all owners to receive Association communications electronically.

By signing this form, you authorize **Ashwood Homeowners Association, Inc.** to send official Association communications to you by email and/or other electronic transmission to the email address listed below, to the fullest extent permitted by Florida law and the Association's governing documents.

Electronic communications may include, but are not limited to:

- Notices of Board meetings, membership meetings, annual meetings, special meetings, and committee meetings;
- General Association notices, announcements, newsletters, reminders, and updates;
- Notices regarding assessments, dues, budgets, financial matters, or owner obligations;
- Notices regarding amendments, rules, regulations, architectural matters, policies, and governing-document updates;
- Violation, covenant-enforcement, non-compliance, fine, hearing, and correction notices;
- Requests for information, forms, consents, votes, proxies, or other owner responses;
- Notices regarding maintenance, common areas, vendors, community access, emergencies, safety concerns, or other Association business;
- Any other communication the Association is permitted by law to send electronically.

Your consent allows Ashwood HOA to use electronic communication as the Association's primary method of communication with you. However, the Association reserves the right to send certain communications by U.S. Mail, certified mail, hand delivery, posting, or any other method when required or allowed by law, the governing documents, or the Board of Directors.

Please understand that it remains each owner's responsibility to keep the Association informed of a current and working email address. Delivery to the email address provided below will be considered delivery to the owner unless the Association receives written notice of a different email address.

Owners who lease their property remain responsible for making sure their tenants receive and comply with all applicable Association documents, rules, notices, and requirements.

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## Owner Consent

I/we consent to receive official communications, notices, letters, meeting notices, general correspondence, non-compliance notices, violation notices, enforcement notices, and other Association communications from Ashwood Homeowners Association electronically.

**Primary Email Address for Official HOA Notices:**

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**Additional Email Address, if desired:**

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**Phone Number:** \_\_\_\_\_

I/we understand that this consent remains in effect until revoked in writing. I/we may revoke this consent by sending written notice to Ashwood Homeowners Association. If I/we revoke consent, I/we understand that the Association may resume communication by mail or other methods permitted by law and the governing documents.

I/we also understand that if my/our email address changes, it is my/our responsibility to notify the Association in writing of the new email address to be used for official communications.

**Owner Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Co-Owner Signature:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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Please return this completed form to:

**Ashwood Homeowners Association**  
**PO Box 18024, Sarasota, Florida 34276**