

Dear Caughlin Ranch HOA Members:

It is our desire to provide timely and effective communications and notices to Caughlin Ranch HOA (CRHA) members and residents. Such notices include information about meetings, community events and projects and other items of interest. We also wish to reduce the Association's mailing costs by sending electronically those notices and documents which are allowed to be sent per NRS116.

Constant Contact is the Association's email service provider. Please review the "Privacy Center" on Constant Contact's website (www.constantcontact.com). Participation is strictly voluntary. At some future date, the Association may change its email service provider, and the attached Authorization is intended to apply to all email service providers. Each participant may at any time provide a written revocation of this Authorization.

Please select item 1 or 2 below, then fill in the information and date/sign. The signed Authorization will remain in place until revoked in writing. **Please mail, fax (775-746-8649) or email (admin@caughlinhoa.com) the completed form (or you may hand-deliver to the office).** Your email address will not be distributed to any entity other than the Association and the email service provider and will be used only for official CRHA business. A copy of this Authorization is also available at www.caughlinhoa.com.

AUTHORIZATION TO SEND NOTICES VIA ELECTRONIC MAIL

1. ☐ **I hereby authorize CRHA to use the electronic mail** (email) address set forth below, to deliver all notices the Association is able, required and/or allowed to deliver (as provided by NRS 116) by electronic mail pursuant to NRS 116.31068. I agree that the electronic mail address set forth below will be used in lieu of sending notices by mail, personal delivery, or other method of service except for those notices which NRS 116.31068 does not apply, such as lien notifications and any other provision of NRS Chapter 116 which specifies a different manner in which a notice must be given by an association.

2. ☐ **OR**
I wish to "Opt Out" of receiving all Association notices via electronic means. I understand that I will not receive notices the Association is able, required and/or allowed to deliver (as provided by NRS 116) and will instead receive those notices via U.S. Mail. I also will not receive notices regarding CRHA Events and will need to visit the website at caughlinhoa.com to obtain the Annual Events Schedule and other CRHA information.

By selecting Item 1, I acknowledge I have read and understand the Privacy Statement and Terms of Use on Constant Contact's website and will review any Terms of Use or Privacy Statement of any future service providers used by the Association. I understand that, while 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 risks involved with email communications. I understand that the Association will email only to the e-mail address on this Authorization Form unless the Association receives written notification from me that I want to revoke this Authorization. **I also understand and agree that if I wish to discontinue receiving notices electronically, or if I change my email address, it is my obligation to notify the CRHA in writing or the Association will continue to rely on this Authorization.**

By signing below, I authorize the Association to either send notices to me electronically as outlined in Item 1 or send notices to me via U.S. Mail as outlined in Item 2.

MEMBER NAME: _____

CONTACT NO'S. Home: _____ Mobile: _____

CAUGHLIN RANCH STREET/PROPERTY ADDRESS: _____

E-MAIL ADDRESS FOR ELECTRONIC NOTICES (if selected): _____

HOMEOWNER SIGNATURE: _____ Date: _____

FOR OFFICE USE ONLY: Entered into system by: _____ Date: _____