

REQUEST FOR CONTACT INFORMATION

Dear Member: In order to ensure that you are properly notified regarding association matters we ask that you please provide the requested information and return this form to the Association's Manager at The Hignell Companies, 2858 Park Marina Drive, Redding, California 96001 or email to A.Jaconski@hignell.com. Please submit within fourteen (14) days of the date received. (Please **print** clearly.)

(1) Name and Primary Association address or lot number:

Association Name: TIERRA OAKS HOA

Owner Name(s): _____

Property Address: _____

(2) Deliver ALL Association notices to: Primary property address, above OR Secondary address, below

Secondary Address: _____

(3) Owner Contact Information:

Email Address(es): _____

Home Phone: _____ Cell Phone(s): _____

(4) Emergency contact, legal representative, or any person with power of attorney*:

Contact Name: _____ Phone: _____

Address: _____

*Do you authorize this individual/company to speak with us regarding your account? Yes No

(5a) Is your property owner-occupied, renter-occupied or a vacant lot? (check the appropriate box)

Owner-Occupied OR Renter-Occupied OR Unoccupied Residence OR Vacant Lot

(5b) If Renter-Occupied, please provide tenant contact information:

Tenant Name(s) _____

Cell Phone(s): _____

Email Address(es) _____

PLEASE PROVIDE VEHICLE INFORMATION:

(5c) Owner or Occupant Vehicle Information:

Make: _____ Model: _____

License Plate # _____ Color : _____

Space # _____

IMPORTANT INFORMATION ON REVERSE SIDE

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(6) Can we send you official notices, disclosures, documents and statements in electronic form rather than mailing a hard copy? We are required by California Civil Code §4040(a)(2) to have your written consent on file. Please check the appropriate box below regarding your consent to receiving communications via email in accordance with California Civil Code §4040(a)(2) and sign below.

SAVE A TREE & OPT IN FOR ELECTRONIC DELIVERY!

Consent to receive electronic notices, documents and statement of account. Yes OR No

Note: If you choose to receive electronic notices you will not receive hard copies.

Note. If you do not return this form to the Association, the secondary address you previously provided for receiving individual notices from the Association will remain your secondary address. If you do not have a secondary address on file with the Association and you do not respond to items (1) and (2) above, the Association will use your property address to deliver individual notices to you.

(7) PLEASE BE AWARE effective January 1, 2020, as a matter of law your email address is added to the Association's "membership list." ALL MEMBERS HAVE A RIGHT TO OBTAIN YOUR EMAIL ADDRESS UNLESS YOU TAKE AFFIRMATIVE ACTION TO "OPT-OUT" OF THIS SHARING.

If you "Opt-Out" of having your name, address, and/or email removed from membership list, the Association and Management Company will still be able to contact you by email as it has been doing so in the past.

I WISH TO "OPT-OUT" OF THE SHARING OF MY FOLLOWING INFORMATION WITH OTHER MEMBERS:

1. Name: _____
2. Property Address: _____
3. Secondary Mailing Address: _____
4. Email Address: _____

Note. If you do not affirmatively "Opt-Out," please be aware that your Name, Property Address, Secondary Mailing Address, and Email Address will be shared with other members upon proper request to the Association.

Owner Signature(s): _____

Date: _____