

HIGHLAND SPRINGS COUNTRY CLUB OWNERS ASSOCIATION

Highland Springs Country Club Owners Association is pleased to offer e-mail distribution services to its members. By signing up for e-mail distribution, not only are you going green and saving trees, but you are saving the Association the substantial expenses of copying, postage and supply costs, ultimately keeping Association costs and assessments down. We are encouraging all community Association Members to sign up for the e-mail distribution services and request that you complete the consent form below.

The undersigned member hereby agrees that the documents listed below can be sent via e-mail in PDF format:

Notices	Rules & Regulations
Regular Board Meeting Notices	Newsletters
Special Board Meeting Notices	Annual Financial Statement
Proposed Rule Change Notification	Disclosure Documents Index
Request for Volunteers (Candidates, Committees, Inspector of Election, etc)	Assessment and Reserve Funding Disclosure Summary
Pro Forma Operating Budget Summary	Assessment Collection Policy
Insurance Coverage Summary	Board Minutes Access
Alternative Dispute Resolution (ADR) Rights	Internal Dispute Resolution (IDR) Rights
Secondary Address Notification Request	Architectural Changes Notice
Reserve Funding Plan	Monetary Penalties Schedule
Annual Update of Reserve Study	Review of Financial Statement

Registration forms must be signed and only one e-mail address will be accepted per property address. Signed forms may be scanned and e-mailed to Zoe Lombard, Community Association Manager, at Zoe.Lombard@managementtrust.com or faxed to 760-776-5111 or mailed to P.O. Box 13710, Palm Desert, CA 92255-3710 or returned in the BOD box in the library or put through the office door. Please note that delivery of any notices, disclosures and documents is complete at the time of e-mail transmission. Further, I understand and agree that it is my responsibility to notify the community association if our e-mail address should change. I also understand that I have the right, at any time to have any documents, delivered by e-mail transmission, made available to me on paper or other non-electronic form at any time upon my written request.

Signature of Owner

Date

Printed Name

Property Address

E-mail address