



Canyon Parke Homeowners Association

Mailing Address
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CANYON PARKE HOMEOWNERS ASSOCIATION ELECTRONIC STATEMENT (eStatement) DISCLOSURE AGREEMENT and ELECTRONIC NOTICE (eNotice) DISCLOSURE AGREEMENT

Rev. 9/12/2015

Electronic Delivery of Statements and Notices

By accepting the "Canyon Parke Homeowners Association (CPHOA) Electronic Statement Disclosure Agreement and Electronic Notice Disclosure Agreement", you consent and agree the CPHOA may provide disclosures, statements and notices to you in electronic form, in lieu of paper form, for notices as permitted by law, such as annual assessment invoices, statements and other communication requirements including, but not limited to, Covenant enforcement.

Definitions

As used in this Agreement, the words "we", "our", and "us" mean CPHOA. "You" and "your" mean the primary homeowner(s) of the property in CPHOA neighborhood, and who agrees to receive eStatements and/or eNotices under this Agreement.

Electronic Statement/Notices Consent

Your consent to receive eStatements covers the periodic statements (annual or balance due) you are provided in connection with your CPHOA property. Your statements will be viewable as an Adobe PDF file.

Your consent to receive eNotices covers the periodic notices you are provided in connection with board meetings (time, date, location, and agenda).

Your email will only be used for CPHOA communication and will not be shared with third parties for commercial use.

Once you receive your first eStatement/eNotice, CPHOA will discontinue mailing paper statements to your physical mailbox.

eStatement/eNotice Procedures Change of Information

We will send all notices, attachments, and/or documents via e-mail to the last known e-mail address provided by you. You agree to notify us promptly of any change of ownership to the property in Canyon Parke neighborhood and/or your e-mail address.

To begin or cancel eStatements/eNotices, you must make the request in writing and mailed to CPHOA, P.O. Box 702024, San Antonio, TX 78270-2024, or email to canyonparkehoa@gmail.com, that you wish to receive/cancel eStatements/eNotices via email rather than standard postal mail; and include the primary homeowner's name, property address, email address, and the primary homeowner's phone number.

Joint Email Accounts

If your email account is owned jointly with another person, it is the responsibility of the primary homeowner to consent to receive electronic disclosures and eStatements/eNotices and that person's election to access eStatements/eNotices shall apply to both of you.

Responsibility to Review Periodic Statements/Notices

You must promptly access/review your eStatement/eNotice and any accompanying items and notify us in writing through email (canyonparkehoa@gmail.com) or USPS immediately of any error or irregularity. If you allow someone else access to your statement/notice, you remain fully responsible. Any applicable time periods within which you must notify us of any errors on your account statement(s) shall begin on the eStatement e-mail notification date regardless of when you access and/or review your eStatement.

Annual assessments statements are mailed in December of each year. If you do not immediately report to CPHOA any non-receipt of eStatements/eNotices attachments or any error, irregularity, discrepancies, claims or unauthorized debits or items, you are conclusively accepting all matter contained in the eStatements/eNotices to be true, accurate and correct in all respects.

Security

We cannot and do not warrant that all data transfers utilizing the internet, or e-mail transmitted to and from us, will not be monitored or read by others. The CPHOA does not warrant the security or confidentiality of any information transmitted through any applicable internet service provider, information/communication network service provider, or network system.

System Requirements

In order to access and retain your eStatement/eNotice records, and/or print your documents, you must have access to a computer that has internet access with Adobe Reader software, and a printer. You may download Adobe Reader for free at www.adobe.com.

Change in Terms

CPHOA reserves the right to change the terms and conditions of this agreement at any time, which includes the addition and deletion of eStatement/eNotice services. We will update this agreement and may notify you of such changes by mail or email to your most recent address listed on our records.

Communications between CPHOA and You

You can use e-mail (canyonparkehoa@gmail.com) to communicate with CPHOA, however since we may not receive it immediately, you should not rely on e-mail if you need to communicate with us right away (e.g., to report an unauthorized transaction). If you need to contact us immediately, you can leave a message our main phone number, 716-427-4621, and a Board member will return your call.