

July 11, 2018

Dear University Ridge Homeowners:

The University Ridge Homeowners Association (URHOA) Board of Directors is requesting your preference on the method you would like to receive important URHOA membership information. This is an update to the request for information provided at the last Board of Directors meeting to include an additional option for the method of receiving correspondence from the association. **In order to keep you posted on the latest updates and pertinent URHOA information, we now offer the option for you to receive information either by traditional US mail, via email or by both options.**

Please complete this form indicating how you would like to receive all future correspondence from the Board. It is our goal to be able to reach a majority of the homeowners by email in urgent cases that require immediate attention of the homeowners as well as to reduce our mailing costs.

The URHOA wants to ensure that you are provided with the most up-to-date and accurate information. Per NRS 116, the Association is required to provide information to the membership in a timely manner. Therefore, if we do not receive a response from you, the URHOA will continue delivering information via US mail to the mailing address currently on file.

Please be advised that this information is being utilized for official use for the purpose of disseminating relevant URHOA Board membership information to homeowners. We appreciate your time and consideration on this matter. You may contact Matt Kramer, Community Manager at Equus Management Group with your questions and concerns at (775) 852-2224.

Sincerely,

Board of Directors
University Ridge Homeowners Association
www.universityridgehoa.com

**UNIVERSITY RIDGE HOMEOWNERS ASSOCIATION
CONTACT INFORMATION AND EMAIL AUTHORIZATION FORM**

Property Address: _____

City _____ State _____ Zip Code _____

Owner Name(s): _____

Mailing Address: _____

City _____ State _____ Zip Code _____

Phone/Email

OWNER I

OWNER II

Phone Number: _____

Email address: _____

*Please send a confirmation email to Equus Management at: matt@equusmanagement.com in addition to signing and sending this form to ensure the Association has the correct email address.

STATEMENT PREFERENCE:

I would prefer to receive the University Ridge HOA updates, agendas, and other related correspondence via (select one or more options). Homeowners may now opt to receive information either by traditional US mail, via email or by both options.

Email

University Ridge Property Address

Mailing Address

**Please be advised that this information is being utilized for official use for the purpose of disseminating relevant University Ridge HOA information to homeowners only.

MAIL/EMAIL AUTHORIZATION:

I hereby authorize all information regarding my property to be mailed and/or emailed to the addresses referenced on this form. I agree that this authorization will remain in effect until I provide the University Ridge HOA written revocation of this authorization.

OWNER'S SIGNATURE: _____ **DATE:** _____

Please fax, email, drop off or mail this form to the following address: University Ridge HOA, c/o Matt Kramer, Community Manager, 5480 Reno Corporate Dr., Ste. # 100, Reno, NV 89511; Fax: 775-852-4901; Email: matt@equusmanagement.com. Homeowners also have the option to update their email addresses online by logging in to their accounts at: <https://signin.equusmanagement.com/>.