

FAQ on the Electronic Disclosure Form

1. What is an “electronic disclosure authorization” form?

This authorization form, when completed and submitted by you, will permit the Property Management company, Kohn-Ell, the Board of Directors and HOA committees, to communicate official HOA business with you via email.

2. Why am I being asked to complete this authorization form?

It is our goal to improve communication in all aspects for Village at Pilot Mill (VAPM). Electronic communication is faster, more efficient, environmentally-friendly and, ultimately, less costly than using the USPS to send paper copies.

3. What type of information will be communicated to me electronically?

Examples of information sent via email would be:

Notice of HOA meetings

HOA Board Minutes

HOA Newsletter

HOA Quarterly Dues Notice

HOA Notices of maintenance issues affecting entire community

HOA Notice of city road closures

Request for Input on Various Subjects

Any other official HOA business

4. What happens if I don’t complete the electronic disclosure authorization form?

You will continue to receive information via the USPS (at a higher cost to our community) and your neighbors will scowl at you.

5. Will my email be shared with anyone else other than Kohn-Ell and the Board of Directors?

No. This is for VAPM HOA use only via Kohn-Ell or the Board of Directors.

6. How is this different from the ListServ (pilotmill@googlegroups.com)?

This is completely separate from the ListServ that many of us currently subscribe to – hated and loved by all depending upon the day.

7. If I sign up for the electronic disclosure will I automatically be subscribing to the ListServ?

No. There is no chance for crossover on these two separate communication vehicles as they are administered by different entities for different purposes.

8. How do I sign up?

Complete the form on the next page.

Email Communications Authorization Form

Please complete and return this form to authorize The Village at Pilot Mill Homeowners Association to use your email address for communications. This authorization restricts the use of your email address only for purposes of communications from either the Homeowners Association or Kohn-Ell Association Management, and will not be shared with any third parties. Please return this form either by U.S. Postal Service, facsimile or via email to Kohn-Ell Association Management. See below for return address information.

Use of email to communicate with you may be limited; in the case of Association meetings or legal matters-- governing law(s) or the Association By Laws will prevail as to the type of communication that is required.

I hereby authorize The Village at Pilot Mill Homeowners Association to use my email address, as listed below, for communications. This authorization will remain in effect until you receive my written cancellation notice. I agree to promptly notify the Association of any changes in my email address, so as to have a current email address on file with the Association.

Name: _____

Pilot Mill property address: _____

My postal mailing address, if different from above _____

Email Address to be used for Pilot Mill purposes _____

PRINT CLEARLY

Signature: _____

Date: _____

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