

**THE RIVERSIDE HOMEOWNERS ASSOCIATION
1035 GRANADA AVE
MERRITT ISLAND, FL 32952**

WRITTEN CONSENT OF OWNERS TO RECEIVE ASSOCIATION CORRESPONDANCE VIA EMAIL

I (we), the owner (s) of property located at _____
Understanding that the Association is currently obligated to mail certain mailings including, but not limited to, the Notice of Annual General Meetings and the June 1 Annual Dues Invoice. By signing below, I (we) consent to receive all required mailings by email to the email address(es) listed below. I (we) understand that if for any reason my (our) email address(es) change, it is my (our) obligation to advise the Association of the change and my (our) failure to do so may result in my (our) failure to receive the Association's mailings.

Please forward all future mailings to the following email address(es):
Please print clearly

I (we) understand that I (we) may revoke this consent at any time by providing written notice to the Association. The Association will provide a written receipt of the revocation of this consent and it is my (our) obligation to keep the written receipt in my (our) records.

Owner (s) written name and signature:

Name:

Name:

Contact Phone Number:

The Riverside HOA Member Email Consent Process

Part 1: RHOA Email Consent Form

1- If you have received or downloaded a RHOA Email Consent Form, complete and sign the form, then return the form to the HOA board.

2- The completed form can be returned by mailing it via USPS to our HOA address or by simply placing the form in our HOA mailbox by the bulletin board in the boat ramp area.

If you choose to place it directly in the HOA mailbox, please put the form in a sealed envelope face down in the mailbox at **1035 Granada Ave.**

Optional: The form can be scanned as a .pdf and emailed to treasurer@miriversidehoa.org.

Part 2: RHOA Email Consent Activation Steps

When a new account is created on Facebook or Amazon an email address or mobile phone number is required. A text or message is sent to the phone number to validate the number to activate the account. For an email address a system generated email is sent with a link in the email that must be opened, and the link then clicked on to validate the email address and activate the account.

1- Our HOA's Zoho Mail system uses similar industry standard security methods to validate an email address entered into the system for use in group distribution lists.

When we add your email address to our HOA's Billing, Newsletter, and Alert mail group distribution lists, a system generated email No Reply @ Zoho.com Invitation to Join Mail Group will be sent for each group to your email address.

2- These emails need to be opened to validate the email address you provided is valid. The "click here" link in the email to accept the invite must be clicked on as the final step to authorize your email address to be used for business emails sent by our HOA Board. The action of clicking on the link serves as a form of a "electronic signature" to complete the email consent process.

Zoho system generated emails for our HOA Alert, Newsletter, and Billing mail groups.

Sort by Date ▾	⊞
● noreply@zoho.com Zoho Mail : Invited to Alert_TheRiversideHOA Invitation to join Mail Group Dear pcoatesmi@yahoo.com, You have been invited to be a member to the email group 'alert_theriversidehoa@miriversid...	1:57 PM
● noreply@zoho.com Zoho Mail : Invited to News_TheRiversideHOA Invitation to join Mail Group Dear pcoatesmi@yahoo.com, You have been invited to be a member to the email group 'news_theriversidehoa@miriversid...	1:57 PM
● noreply@zoho.com Zoho Mail : Invited to Billing_TheRiversideHOA Invitation to join Mail Group Dear pcoatesmi@yahoo.com, You have been invited to be a member to the email group 'billing_theriversidehoa@miriversi...	1:56 PM

Note: Be sure to check your spam mail if these emails do not appear in your email account.

4- A noreply Zoho.com confirmation email will be sent. No further action is required.