

_____, ___, 2021

To: Unit Owners

Subj: **REQUEST PERMISSION TO SEND ELECTRONIC TRANSMISSION VIA EMAIL OR FAX**

Listed below are three (3) methods of forwarding important information generated by the Management Office and the Board of Directors.

- a. U.S. Mail to unit owners at the last address furnished to the association.
- b. Hand delivered.
- c. Given by electronic transmission (E-Mail)

In order to send information via E-Mail, we will need your permission; therefore we are submitting this request letter for your approval to do so. This information will stay strictly confidential and never be given out to anyone else.

Unit Owner Name _____
(Person authorized to vote and entered on Voting Certificate)

Print Unit Owners Name _____

Unit Number _____

Home Address _____

City _____ State _____ Zip _____

E-Mail _____

Phone _____ Fax _____

Signature _____

**Your signature above will be authorization to E-Mail information from
"Pompano Beach Club Association, Inc.", directly to you.**

Please fill in required information above, especially E-Mail address and return to the management office.