

## **Schedule E**

### **E-Mail Registration Policy**

## UPD HOMEOWNER'S ASSOCIATION, INC.

### E-Mail Registration Policy

**WHEREAS**, the Board of Directors (the "Board") of UPD Homeowner's Association, Inc. (the "Association") wishes to adopt reasonable guidelines to establish an E-mail Registration Policy for the Association; and

**WHEREAS**, the Board wishes to adopt these reasonable guidelines regarding Owner access to Association documents and records ("Records"); and

**WHEREAS**, the Board intends to file these guidelines with the Bylaws for UPD Homeowner's Association, Inc., in the real property records of each county in which the subdivision is located, in compliance with Section 209.005 of the Texas Property Code; and

**WHEREAS**, this policy may be amended at any time and from time to time by the Declarant during the Declarant Control Period and thereafter by the Board of Directors by Resolution without amending the Bylaws, as a stand-alone policy to comport with industry standards, to amend or revise provisions of the policy as may be deemed necessary and in the best interest of the Association. Any amendment or revision shall be mailed to each homeowner and a copy placed on the Association's website if applicable; and

**NOW, THEREFORE, IT IS RESOLVED** that the following guidelines for E-mail Registration Policy are established by the Board:

**Terms used but not defined in this policy will have the meaning subscribed to such terms in that certain Declaration of Covenants, Conditions and Restrictions for UPD Homeowner's Association, Inc. Recorded in the Official Public Records of Dallas County, Texas, as the same may be amended from time to time by Resolution of the Board.**

1. Purpose. The purpose of this Email Registration. Policy is to facilitate proper notice of Board, Annual, Special, and other meetings of the Board and/or Members of the Association pursuant to Section 209.0051(e) of the Texas Property Code.
2. Email Registration. Should the owner wish to receive any and all email notifications of annual and special meetings of members of the Association, it is the owner's sole responsibility to register his/her email address with the Association and to continue to keep the registered email address updated and current with the Association. In order to register an email address, the owner must provide their name, address, phone number and email address through the method provided on the Association's website, if any, and/or to the official contact information provided by the Association for the community manager.
3. Failure to Register. An owner may not receive email notification or communication of annual or special meetings of members of the Association should the owner fail to register his/her email address with the Association and/or properly and timely maintain an accurate email address with the Association. Correspondence to the Association and/or Association manager from an email address or by any method other than the method described in Paragraph No. 2 above will not be considered sufficient to register such email address with the Association.
4. Amendment. The Association may, from time to time, by Resolution of the Board, and as a stand-alone policy without the need to amend the Bylaws, modify, amend, or supplement this Policy or any other rules regarding email registration.