

# FOURTH WALNUT CREEK MUTUAL

## CONSENT (or OPTOUT) E-MAIL FORM

E-mails collected on this form are for the exclusive use of the Fourth Walnut Creek Mutual. If there are multiple residents of a unit, each one who wishes to receive Mutual emails should submit a separate form.

THE PRIMARY PURPOSE OF THIS FORM : RECEIVING MUTUAL 4 CONSTANT CONTACT NEWSLETTER

**Please complete your name and street address even if you opt out.**

**YES**, I consent to receive emails from 4WCM.

**NO**, I wish to opt-out of emails from 4WCM.

**Name: (please print clearly):** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Unit#** \_\_\_\_\_ **Entry#** \_\_\_\_\_

**Phone Number(s)**

**Home** \_\_\_\_\_ **Cell** \_\_\_\_\_

**Opt-In E-mail (please print clearly):**

\_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Return this form to Rich Kinsey, 1133 Skycrest Dr. #4 (Entry 1) or any 4th Mutual Board member. See list at <https://4wcm.com/> OR scan/email to [fourthwcm@outlook.com](mailto:fourthwcm@outlook.com) or [richkinsey@gmail.com](mailto:richkinsey@gmail.com)

### 10.7.1 Informal Communications from the Mutual

To expedite communication with the members of the Mutual and to reduce the costs involved with sending communications by US mail, the Board of the Mutual may communicate with members by electronic means, including website posting, e-blasts, and email. Such communications may be communicated to Mutual members who have consented to receive communications related to matters of general community interest or directly to individual members. Such communications shall not take the place of “individual delivery” or “individual notice” pursuant to Section 4040 of the Davis Stirling Common Interest Development Act or “general delivery” pursuant to Section 4045 of the Act. (See Section 10.7.3 below.) Email addresses obtained specifically by the Fourth Walnut Creek Mutual for the purpose of informal communications with the members of the Mutual **shall not be given to any third parties, and will remain exclusively with the Mutual.**

- E-mail addresses maintained by the Fourth Walnut Creek Mutual Board for the purpose of informal communication to the members of the mutual will not be shared with other residents or third parties.
- E-mail addresses will be maintained in a secure system and access will be available only to Board Members of 4WCM. When a Board member departs from the Board access information to the e-mail system will be changed.
- The Mutual will use a well-established national e-mail communication company/app for its e-mails. However, the use of such a company app does not preclude the possibility of technical or other difficulties including the infection of a personal computer system with a virus. The Board of 4WCM is responsible for exerting every effort to ensure the integrity of the system used.
- A Mutual member may [decline to participate in the receipt of informal e-mail from the Mutual by opting out. The form in Appendix A provides space for a member to indicate a desire to opt out.](#)
- To rescind a consent to receive e-mail, a member may contact [the designated member of the Board in writing](#). The e-mail addresses of Board members can be found on the Rossmoor Website under “Mutuals” or on the 4WCM website (<https://www.4WCM.com>). The member may also use the form attached as Appendix A to this Policy and complete the “Opt-Out” information.
- In addition to communication by e-mail, the Board of the Mutual will post important information in the Rossmoor News, on the Bulletin Board at the Rossmoor Gateway building, and on the Mutual’s website
- Forms to request inclusion on, changes to, or opt-out of the Mutual E-mail address database can be found on the Mutual Website as well at the end of this policy (Appendix “A” to this Policy)
- The Board is prohibited from including more than one email address in a visible fashion when utilizing email addresses to ensure the privacy of each member’s e-mail address. Such a prohibition is not a guarantee that such email address will or will not be seen by third parties.
- Any person who misuses the e-mail list is liable for any damages caused by the misuse, including punitive damages for a fraudulent or malicious misuse. Such misuse shall also be a violation of this Policy subject to fine and other disciplinary action.

FULL COMMUNICATION POLICY AT <https://4wcm.com/bulletins.php>