



2192 DENTON GROVE
COLORADO SPRINGS
COLORADO 80919

Arbors at Mountain Shadows
Condominium Owners Association, Inc.

November 15, 2018

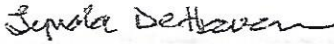
WHEREAS, the Colorado Common Interest Owners Act (CCIOA), sections 38-33.3-302 and 33-33.3-307, establish responsibilities required of the Association and its Board of Directors,

WHEREAS, the Declarations, Articles VII and IX establish responsibilities required of the Board of Directors,

WHEREAS, pursuant to the Bylaws, Article VII, Section 1, (c) grants the Board of Directors powers necessary for the administration of the affairs of the Association and for the operation and maintenance of the Property,

WHEREAS, the Board of Directors, in order to fulfill its obligations, requires information from homeowners to manage the affairs of the Association,

IN WITNESS WHEREOF, the undersigned certify that the following *Policy for Registration and Emergency Information* was adopted by Resolution of the Board of Directors of the Association on the 15th day of November, 2018.


Lynda DeHaven, President
on behalf of the Board of Directors

Attest:


Wyatt Kondris, Secretary

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Policy for Registration and Emergency Information

1. Members of the Association shall complete the Registration/Emergency Information form to facilitate the operation and business of the Association.
2. Members shall submit a fully completed form
 - (a) Within thirty (30) days of becoming a member of the Association.
 - (b) Within fifteen (15) days after a change in information occurs.
3. The information that is submitted as a part of the Registration/Emergency Information form
 - (a) Shall NOT be published, sold, shared or used in any written or oral communication.
 - (b) May be used by the Board of Directors only to accomplish the business of the Association.
 - (c) May be used by the Association's legal counsel to accomplish actions required in the fulfillment of duty on behalf of the Association.
4. Email addresses submitted as part of the Registration/Emergency Information form
 - (a) Shall be used only to communicate to the members information about or business of the Association.
 - (b) When used to communicate with the membership, shall be included in the email as a part of the Blind Copy (Bcc) option to protect the privacy of all members.
5. The Board, at its discretion, may impose and assess a fine for failure to submit a completed form in a timely manner.