

The Country Homeowners Association, Inc.

c/o Sea Breeze Community Management Services, Inc.

4227 Northlake Boulevard

Palm Beach Gardens, FL. 33410

Phone: (561) 626-0917 Fax: (561) 626-7143

www.seabreezecms.com

January 31, 2019

Re: Welcome Letter from Sea Breeze Community Management Services

Dear Country Homeowners:

Effective February 1, 2019, your Community has a new Management Company. Our name is Sea Breeze Community Management Services, Inc. We are conveniently located on Northlake Boulevard, one block west of I-95, across the street from the Publix supermarket. We are open Monday through Friday, from 9:00 am to 5:00 pm. Please immediately start sending your correspondence, any payments due and any community issues to our address listed on the above letterhead.

As soon as we receive the records from your previous Management Company, we will begin inputting community information and documents on our website: www.seabreezecms.com. Click on "Communities" and scroll down until you find your Community. Click on "Access Community" and you will find information for Occupancy Applications, Architectural Applications and more as they are made available and are updated.

Enclosed you will find a Contact Information Form which includes to opt into receiving bulk e-mail and correspondence via e-mail instead of mail courier. Please sign up so we can quickly disseminate important community information. Please complete this Form and return to us as soon as possible via mail using the enclosed envelope, fax, hand delivery or email. We need to have accurate contact information to better assist you and your community.

Communication is the key to effective community management. Please do not hesitate to contact Sea Breeze with any of your questions or concerns – we are here to help. We want to thank you for the opportunity to help with the on-going maintenance and betterment of your Community.

Your Association typically holds Board Meetings usually on the third Monday of every other month at the Lantana Library located at 4020 Lantana Road, Lake Worth, FL 33462. Please see Bulletin Board for updates and sign up for bulk email notifications. The meetings begin at 7:00 pm. We hope to see you at the February 21, 2019 for the next scheduled Board Meeting. Please Note that the meeting was changed from the 18th to the 21st due to Presidents Day Holiday.

Your primary contact is Laura Carlisle and she can be reached at: laura@seabreezecms.com

2018 Year End Financial Reports: Statute requires we must send a copy of the Year-End Financial Reports to all owners or advise that copies are available upon request. To help save you money we will not mail out the reports. If you would like a copy of the Year-End Financial Reports please send us your request in writing via e-mail or mail us a letter stating same. We will send you a copy of the Year-End Financial Reports once they are available. Email: admin@seabreezecms.com

Sincerely,

Beverley Jamason, LCAM

President of Sea Breeze Community Management Services, Inc.

On behalf of your Board of Directors

Encl. Contact Information Form, FAQ on the Electronic Disclosure Authorization & Return Envelope

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Contact Information Form

Section 1: Owner Info: Owners Name(s): _____

Unit Address: _____

Phone Number: _____ Addl. Phone Number: _____

Emergency Contact: _____ Phone Number: _____

Owners Mailing Address (if other than unit address): _____

The unit is owner occupied: YES: _____ NO: _____

(If "no" please continue to section 2. If "yes" skip to section 3.)

Section 2: Tenant Info: Tenants Name(s): _____

Phone Number: _____ Addl. Phone Number: _____

Lease Term: _____ to _____

Section 3: Email Info

Owner Email _____

Tenant Email (if applicable) _____

By marking in the box or boxes below accompanied with my signature authorizes my Association to:

send Association related business, but will continue to receive correspondences via mail.

instead of receiving correspondences via mail to receive via email this is also known as "Electronic Disclosure Authorization". If you have more questions please refer to the enclosed FAQ Electronic Disclosure Authorization.

Owner signature _____ Date _____

Tenant signature (if applicable) _____ Date _____

FAQ on the Electronic Disclosure Authorization

1. What is an “electronic disclosure authorization?”

Your authorization when completed and submitted by you, will permit the Country HOA Board of Directors, Association Property Management and HOA committees, to communicate with you via email.

2. Why am I being asked to complete this authorization?

It's been a goal of your Board of Directors to improve communication in all aspects for the Country HOA Community. Recent changes to FL legislation dictate that certain steps be taken to protect the personal information of the members. One of those steps is a requirement to receive written authorization from those members who wish to receive electronic notices from the HOA. Since electronic communication is faster, inexpensive, more efficient, and environmentally friendly, the Board of Directors has decided to ask those members wishing to receive electronic notices for their written permission.

3. What type of information will be communicated to me electronically?

It is not the goal of this Board of Directors to use email communication to replace any of the official notices that are required to be given by our governing documents and/or by applicable FL Statutes. While future email communications may discuss or relay similar information, **official required HOA notices will continue to be sent via USPS mailing** until further notice of a policy change. **It is the desire of the Board of Directors to mainly use electronic emails to send information considered to be general in nature.**

Examples of information sent via email would be:

- Notice of upcoming HOA meetings
- HOA Board meeting minutes
- HOA Newsletter / Schedule of Events
- HOA notices of maintenance issues affecting entire community
- HOA notice of outside issues that have an impact on our community (e.g. nearby road closures, local construction impact, relevant governmental issues)
- Request for input on various subjects
- Any other HOA business that the Board determines appropriate.

Note: no email communication sent will be used to replace any official notices required by our governing documents and/or by applicable FL Statutes. For example, while a notice of an upcoming Board of Directors or Members Meeting may be sent via email to those who grant permission, the required meeting notifications will still be posted conspicuously on the property and notification of Members Meeting will still be sent per our governing documents or by applicable FL Statutes, via USPS mailing to all members.

4. What happens if I don't complete the electronic disclosure authorization?

You simply will not receive email communications from the HOA. You will continue to receive any communications, including official notices required to be sent by our governing documents and/or by applicable FL Statutes, via USPS mailing. Notification of Association dues will continue to be sent via USPS.

5. Will my email be shared with anyone else other than our Property Management or Board of Directors?

No. Your signed authorization grants permission for Country HOA to use your email address to convey association-related information via our Property Management or Board of Directors.

6. How do I sign up?

Complete the Contact Information Form. If you have any questions regarding the Form, please contact Sea Breeze Management at (561) 626-0917 or Email laura@seabreezecms.com