

Sea Ridge Condominium Association
Annual Policy Statement
Effective July 1, 2016

In accordance with California Civil Code §5310, the following annual disclosures are being provided as required by law.

Association's Designated Recipient

California Civil Code §§5310(a)(1), 4035

Members who wish to submit official communications to the association shall provide all communications to the association, at the noted address:

Sea Ridge Condominium Association
c/o Accell Property Management, Inc.
23046 Avenida de la Carlota, Suite 700
Laguna Hills, CA 92653

Members may also send communications via facsimile or email as follows:
949.581.9785 or hoa@accellpm.com

Pursuant to Civil Code §5260 members requesting to change membership information, individual delivery, membership list opt out status or request association documents pursuant to Civil Code section §5320 must do so by submitting their request in writing on an appropriate form designated by the association. Forms are available through Accell Property Management, Inc. and the Association's website at www.searidge.info.

Right of Notice to Two Addresses

California Civil Code §§5310(a)(2), 4040(b)

Members have the right to submit a request to have notices sent to up to two (2) different specified addresses for the distribution of collection notices, annual audit, annual budget report, and annual policy statement. Members who wish to receive notices at two (2) separate addresses may submit a written request on the appropriate form to Accell Property Management, Inc. via US mail, facsimile or email, at the above address. Forms are available through Accell Property Management, accellpm.com and the Association's website at www.searidge.info.

General Notice Location

California Civil Code §§5310(a)(3), 4045(a)

The association's designated area for posting of general notices is located at the bulletin board near the community clubhouse entrance. Or, general notices will be included in a billing statement, newsletter, or other document that is delivered by general delivery.

Right to Receive General Notice by Individual Delivery

California Civil Code §§5310(a)(4), 4040(a), 4045(b)

Members opting for individual delivery will receive notices by US First Class Mail, unless otherwise specified and assented to by the Association.

To receive general notices via email, Members are required to submit their request in writing using the appropriate form available through Accell Property Management, www.accellpm.com and the Association's website at www.searidge.info.

Right to Receive Board Minutes

California Civil Code §§5310(a)(5), 4950(b)

Members have a right to receive copies of Minutes from Board of Directors, Committee, and Membership meetings. A written request is required providing an explanation outlining the reason for your request. Requestors will be charged the reasonable costs of duplicating and distributing the minutes. Members may obtain Minutes by writing the Association's Designated Recipient at the above address.

All other disclosures required in accordance with Civil Code §5310 are attached hereto and are a part of these Annual Policy Statements:

- Assessment Collection Policy [§§5310(a)(6), 5730] including the Mailing Address for Overnight Payments of Assessments [§§5310(a)(11), 5655];
- Policies and Practices in Enforcing Lien Rights or Other Legal Remedies for Default in the Payment of Assessments [§5310(a)(7)];
- Enforcement and Fine Policy [§5310(a)(8)];
- Internal and Alternative Dispute Resolution Procedures [§5310(a)(9)]; and
- Architectural Submission & Review Procedures [§§5310(a)(10), 4765].