

Communication to owners by e-mail

At our 2010 Annual General Meeting we passed a by-law to allow formal communication with owners electronically (by e-mail). These communications would involve such things as:

- Notices (agendas) for Executive Committee Meetings
- Minutes of Executive Committee Meetings
- Notices (papers/motions/accounts etc) of General meetings
- Minutes of General meetings
- News/information updates/access letters

Please note that the levy invoices will continue to be sent via mail, legal opinion in the matter advises that this is still the most appropriate way to serve the document as this forms part of the legal process when collecting any levy debts owed to Altair.

Clearly communication by e-mail is faster, more environmentally responsible and will save considerable amounts in postage, printing costs and staff time. Printing of the booklets and postage for our most recent Extraordinary General Meeting, for example, cost over \$3000.

We would like to communicate with owners by e-mail as much as possible.

To do this we need owners to 'opt-in'. We can't just assume you are happy with e-mail; we need your express agreement to send information by e-mail. Your consent to do so is required under the terms of the by-law.

Accordingly we are proposing that owners 'opt-in' for communications with 2 options.

- a) ALL communication by e-mail
- OR
- b) ALL communication by hard copy and by mail.

Ideally we would like to send ALL communication by e-mail but we appreciate that some owners may wish to have a hard copy of such things as the papers for AGM/EGMs.

We would prefer that you 'opt-in' to a) ALL communication by e-mail; if you do then we will ensure that there are ample copies of AGM/EGM papers available at the Concierge desk for owners to keep. Initially this will only save postage but over time we will get a good guide as to how many hard copies are required and hence reduce print costs.

To assist with the efficient execution of this process we would ask that you go to the following website www.stratachoice.com.au/registeremail and follow the simple instructions.

- You will need
- a) Owners name
 - b) Your LOT number (NOT apartment number)
 - c) Your client reference number (the number that appears on your StrataChoice levies invoice)

If you have more than one Lot (eg a carspace) **you must** complete a separate registration for each Lot.

You can also change your email address from time to time at the www.stratachoice.com.au/registeremail web site.