



## Request for Emailed Invoices

Date: \_\_\_\_\_

To: Hidden Grove/Green Valley Homeowner's Association  
4901 Hamrick Road  
Central Point, OR 97502  
Email [hggvhoa@clearwire.net](mailto:hggvhoa@clearwire.net)

From: \_\_\_\_\_ (Homeowner/resident name)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ (Homeowner/resident phone number)

I hereby request that Hidden Grove/Green Valley Homeowners Association begin emailing my monthly invoices to me at my email address:

\_\_\_\_\_.

I understand that the CC&R's of Hidden Grove/Green Valley state that the invoices shall be mailed by U.S. Mail, and it is based on this request and my instruction that Hidden Grove/Green Valley shall email me my invoice.

I understand that it is my responsibility to ensure that I receive my invoice every month. Even if I do not receive my invoice, I understand that it is still my responsibility to pay it in full by the due date, or I may incur late fees or further action.

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

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(for office use only)

\_\_\_\_\_ Sent test email on  
(date)

\_\_\_\_\_ Received confirmation of email on  
(date)

emailed invoices.doc. Last updated 4/15/2013

4901 Hamrick Road, Central Point, OR 97502 • (541) 664-3996 • [hggvhoa@clearwire.net](mailto:hggvhoa@clearwire.net)