SHIFRIN LEGAL
A LEADER
IN CONDO, HOA & TOWNHOME ASSOCIATION LAW

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Owner Consent to Electronic Delivery

Illinois condominium associations

A limited owner authorization for lawful electronic notices and communications.

How to use this resource

Replace all bracketed prompts, confirm dates and authority, and delete this instruction page before distributing the completed document. Leave any necessary explanatory terms in the final form.

- Obtain affirmative written authorization and retain it. Confirm adopted technology rules and the security, reliability, identification and verifiability of the selected method.
- This form concerns delivery of notices and communications. It is not an election ballot, proxy, waiver of notice periods, or authorization for directors to decide business by email.
- Section 18.8 excludes notices under Article IX of the Code of Civil Procedure and lien foreclosure notices. Use required service methods for those matters. Keep paper delivery available where required.

Important use notes

Educational sample only. Customize for your association and have counsel review applicable law and governing documents. Use does not create an attorney client relationship with Shifrin Legal, Inc.

Legal reference

Illinois Condominium Property Act, 765 ILCS 605, especially Sections 9, 18, 18.8 and 19. Noncondominium communities should separately review 765 ILCS 160 and their governing documents. Apply the version effective on the date of use; future-effective amendments are not treated as current requirements in these samples.

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Owner Consent to Electronic Delivery

[ASSOCIATION NAME]

Owner Authorization for Electronic Delivery

Owner name: [NAME] Unit address and number: [DETAILS]

Mailing address: [ADDRESS] Telephone: [PHONE]

Designated email address: [EMAIL]

I voluntarily authorize the Association and its authorized managing agent to send notices and communications to me by email at the address above, to the extent allowed by applicable law and the Association's governing documents and technology rules. This includes meeting notices, proposed budgets, assessment communications and general association correspondence that may lawfully be delivered electronically.

This authorization does not change required notice periods or authorize electronic service where law requires another method. It does not authorize a vote or grant a proxy.

I can access and retain email and PDF attachments. I will promptly notify [CONTACT] of address changes or delivery problems. I may revoke this authorization by written notice to [EMAIL / POSTAL ADDRESS]. The Association will record receipt and arrange future delivery by a lawful nonelectronic method.

Owner signature: [SIGNATURE] Date: [DATE]

Each co-owner should provide a separate authorization when individual delivery is required.

Association use: received [DATE]; verified by [NAME]; recorded in delivery register [DATE]; revocation or change [DETAILS].