

# *Eastern Gardens*

3045 Eastern Avenue \* Sacramento, CA 95821 \* 916-489-1604 \* Fax 916-489-1627

---

December 28, 2007

To: Members of Eastern Gardens Cooperative, Inc.

Subject: Membership/Shareholders Handbook

Dear Members:

For those members who were living and residing at Eastern Gardens in the early year of 2004 will recall that the board compiled and made available to the general membership Eastern Garden's documents, which consisted of the following:

- o Articles of Incorporation
- o Regulatory Agreement (HUD)
- o Real Estate Report
- o By-Laws
- o Rules and Regulations
- o Occupancy Agreement

Since that time from 2004 – 2007 there have been changes in fair housing laws which resulted in the corporation to make changes or revisions to its rules, regulations and policies. In addition, Eastern Gardens also incorporated some of its own new changes to help adapt to the growing concerns of its members which were distributed to the general membership at the time they were adopted by the board.

A new membership handbook was adopted and approved on November 14, 2007, by the Board of Directors. The handbook helps bring together all the changes and revisions, which constitute mostly in part to the Rules, Regulations and Policies into one booklet. The booklet will contain much of the same documents with respect to additions or revisions. Omitted was the real estate report since it contains no important or legal information other than the realtor's own interpretation of the corporation and property description. The handbook is for your files and is considered a legal document of the corporation. It's not necessary for you to sign any of the statements contained in the booklet, for example, Animal Policy, Clubhouse Rental, or Code of Ethics, these forms can be obtained at the business office when or should it become necessary for you do so.

In order to help facilitate and ensure that each member receives their new copy of the handbook, beginning January 2, 2008 you may visit the business office to obtain your copy. Please note that you will be required to sign the membership rooster indicating that you have received your copy of the member's handbook. For those who have trouble getting around, may choose to have a relative or member pick one up for you. To do so, please call the office ahead of time and inform Ms. Williams the name of the individual who will be picking it up and signing their name for you.

Best regards,

Eastern Gardens Cooperative, Inc.

Board of Directors

:emh