



Ashford  
Alliance  
Community  
Association

### **To All Potential Members:**

The standard AACA certification form is attached. Feel free to edit it in Word with your specifics, but please leave the underlining in place (adjusted for your info). It helps us to sort through and locate certain information.

A key ingredient in this process is disclosing how you were chosen, ordained or elected to represent your neighbors. It is important the AACA believe all its Member Representatives are representing some group other than themselves. We will not accept 'free agents' for membership with no representative obligation. We are depending on our representatives to inform their neighbors about the issues which confront us as well as to provide input from them on the priorities we should assign.

The AACA does not have 'targets' or limits on the size of representative organizations, but we are sensitive to the "overlap" of representation. We expect the geographic area specified will be discrete meaning it is not currently represented by an existing AACA Member. If you are uncertain, ask us.

Members may certify one representative and as many alternates as desired by using additional forms; however, the Member will still only be allowed one vote.

### **Unincorporated Entities**

If you are representing an unincorporated entity, you must identify a specific geographical area either with street names or other geographic boundary (roads, river, creek, county line, etc.). We will need a simple petition with signatures from the homeowners you claim to represent. How many homes are there? What portion of the homes within that boundary have been contacted?

We do not require 100% homeowner participation from unincorporated entities; however, at some later date, the AACA Board may choose to assess membership fees based on the number of homes you claim to represent. It will be in everyone's best interest for you to continue trying to contact your neighbors to make them aware of your efforts on their behalf and solicit their support.

Unincorporated entities are a potential problem in that we must determine the area requested does not subdivide or overlap an existing Member. The AACA will not formally intervene to resolve these conflicts although we might offer to mediate a resolution. Until a resolution is reached, we will presume the initially certified representative continues to represent the area in question.

### **Changes**

We anticipate changes to your certification may be required from time to time. This can be done with a letter outlining the changes and signed by the 'Member authority' (ie. the original individual). Technically, the certification is controlled by the Member and can be amended (within reason) without approval of the AACA, so long as all parties affected, including the AACA, are notified.

We will accept emails and/or attachments as temporary proof of intent but will ultimately need a signed document. Applicants should be aware that receipt of certification is not equivalent to acceptance by the Ethics Committee (or the Board). The AACA reserves the right to review all certifications. The Ethics Committee will report its activity and any observations along with a contingent Member List to the Board and they will accept or deny.

NW Dekalb County is in transition and will remain a real challenge to organization for some time, but we hope you will continue to reach out to your neighbors and help us maintain a dialogue with them through you.

Please fill out the attached form, including names of all representatives and deliver a signed original to me at the next meeting.

Thank You,

Paul DeFriece, VP  
Ethics Committee Chair



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### Unincorporated Neighborhood Certification

I, \_\_\_\_\_ reside at \_\_\_\_\_,  
Zip: \_\_\_\_\_, Ph: \_\_\_\_\_ Dekalb County, Georgia in the \_\_\_\_\_  
neighborhood or subdivision which is located within the geographic boundaries of the Ashford  
Alliance Community Association. The neighborhood or subdivision I represent is not incorporated  
under the laws of the State of Georgia.

I hereby certify that I am the representative of \_\_\_\_\_  
neighborhood/subdivision which includes \_\_\_\_\_ # of homes or residential units by  
\_\_\_\_\_ method of notification and polling (identify whether you were elected, appointed or  
by petition and how the community participated). The area specified contains the following streets:

_____	_____
_____	_____
_____	_____
_____	_____

I agree to comply with all rules and regulations duly adopted by the Ashford Alliance and to  
make a good faith effort to notify, and obtain input in a timely manner from the residents which I  
represent on all matters pertaining to the Ashford Alliance. I further agree to report such feedback to  
the Ashford Alliance and vote on any matters in accordance with the will of the majority of the  
residents which I am appointed to represent.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date