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December 15, 2023

RE: Sea Winds Townhome Condominium Association, Inc.

Dear Sea Winds Townhome Condominium Association, Inc.

Corner Property Management is pleased to announce our firm has been appointed as the new managing agent for your association effective January 1, 2024. We would like to take this time to thank you and the Board of Directors for the opportunity to serve as your Community Management Team.

Community associations exist because communities exist – because they offer choices, lifestyles, amenities, and efficiencies that people value. Yet, with all their inherent advantages, communities face complicated issues, none more common than the challenge of balancing the rights of the individual owner and those of the community. Corner Property Management LLC AAMC is committed to serving your community's needs and assisting in the implementation of your community's goals to help this community run as smoothly as possible.

We are pleased to announce that your new Community Manager will be Evalyse Pallante. Evalyse comes to your association with an unmatched customer service skillset as well as years of property management experience. She can be reached at our office 973-376-3925, extension 136 or by email at help@cp-management.com. For after-hour emergencies affecting the safety or integrity of the property or building, please call our 24/7/365 emergency line at (844) 479-2676.

Included in this mailing you will find a Registration Form. Please mail or fax the completed Registration form to the address and number referenced at the top of this letter or e-mail it to help@cp-management.com to ensure we have the most recent information on file for your home.

Going forward, you have several options for making your monthly maintenance payment.

- **PAY ON-LINE (preferred method to ensure timely and accurate posting of payments):** You can make your maintenance payments on-line starting **January 1, 2024** using Corner Property Management's website at www.cp-management.com. There is a \$1.95 fee for this service if payments are set up debiting your checking account. There is a convenience fee to make payments using a credit card. You may choose to make a single monthly payment or set up recurring payments. To set this up, visit our website and click on Make a Payment. You will register as a new user and will need the following information along with your banking routing and account numbers:

Mgmt. ID: 8045

Assoc. ID: 153

Your account #: on enclosed statement

- **ON-LINE BILL PAY through your Banking Institution:** If you utilize online bill pay provided by your bank, please update your payee information through your banking institution to include the lock box address listed below. We cannot make any changes to your personal banking payee information. Be sure to reference your account number on the memo line of your check to ensure your payments will be posted accurately and make your check payable to **Sea Winds Townhome Condominium Association, Inc. (NOT Corner Property Management).**
- **PAY BY CHECK:** Payment can be made by mailing a check made payable to Sea Winds Townhome Condominium Association, Inc. (NOT Corner Property Management) to the lock box address listed below. Be sure to reference your account number on the memo line of your check to ensure your payments will be posted accurately. **Please do not include the Registration form with your payment.**

PAYMENT PROCESSING CENTER ADDRESS

**Sea Winds Townhome Condominium Association, Inc.
c/o Corner Property Management LLC AAMC
P.O. Box 63608
Phoenix, AZ 85082-3608**

STATEMENTS: Owners will only receive a statement for January and February. **The January statement will only reflect current charges.** The February statement will include any prior management balances.

Any payment for January 2024 sent to the previous management will be forwarded to Corner Property Management. Please allow one to two billing cycles for an accurate reconciliation of your account by way of a statement that will be mailed to you reflecting any credit or overdue balance. **Please make sure to cancel any automatic payments set up with the prior management.** As a courtesy, no late fees will be applied in January and February due to the change in management to Corner Property Management.

Corner Property Management LLC AAMC is here to answer any questions or address any issues that you may have. We welcome your comments or suggestions and look forward to a long and mutually rewarding relationship with the Homeowners at Sea Winds community.

Sincerely,



Tony Nardone, President
Corner Property Management, LLC, AAMC