

1940 South Greeley Street  
Suite 111  
Stillwater, MN 55082  
Matt@MJFandAssociates.net



### West Edge Condominium Association

**TO: All Homeowners**

**RE: Association Management Changeover**

We are pleased to inform you **MJF and Associates Inc.** has been retained to manage your Association, effective March 1<sup>st</sup>, 2026. We are excited to work with your Association! The owner, operator Matthew Fee, will be your Property Manager.

We are here to help answer your questions or concerns and to help keep the Association looking its best. We will do our best to help the Board of Directors achieve the goals for the Association as a whole. We hope you find our expertise to be an asset to your Association.

**Mailing Dues:** If you prefer to mail your dues, please address them to **MJF and Associates Inc, 1940 South Greeley Street, Suite 111, Stillwater, MN 55082**. Make payable to: WEST EDGE CONDOMINIUM ASSOC.

**Bank Auto Debit Dues:** If you currently utilize automatic payment, you need to cancel your current auto payment for March and fill out the new form included in this letter. Please fill out the auto payment form we have included and send it back to this office by 2-23-2026. You can email the form to: [matt@mjfandassociates.net](mailto:matt@mjfandassociates.net) as well.

#### **Contact Information:**

**Manager:** Matthew Fee email – [matt@mjfandassociates.net](mailto:matt@mjfandassociates.net) If it is urgent: Cell- 612-819-0133.

We are committed to establishing open communication with Association residents. We are hoping to gather any new email addresses to be able to send out broadcast notices of information and to communicate to you any general information and notifications with all of you. We have the most current list of the owner information from the Board of Directors. If you have obtained a new cell phone number or email address recently, please contact me with this information. This information shall be used only internally.

Best regards,

**Matthew Fee**  
**MJF and Associates Inc.**  
**1940 South Greeley Street**  
**Suite 111**  
**Stillwater, MN 55082**  
**Property Manager West Edge Condominium Association**

A handwritten signature in black ink, appearing to read "Matthew Fee".

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**Customer ID (office use only)** \_\_\_\_\_

**ACH AUTHORIZATION FORM (required fields).**

**Organization Name: WEST EDGE CONDOMINIUM ASSOCIATION**

**Homeowners Information:**

Last name: \_\_\_\_\_

First name: \_\_\_\_\_

Street address: \_\_\_\_\_

City: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Date of first payment: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Amount to be drafted monthly: \_\_\_\_\_

**Checking account info:**

Routing number: \_\_\_\_\_ Account number: \_\_\_\_\_

*I authorize the above organization to process debit entries from my account through VANCO PAYMENT SOLUTIONS. I understand that this authority will remain in effect until I provide reasonable notification to terminate the authorization.*

Authorized

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