

Seasons at Pendergrass Community Association HOA Services Quick Reference & Contact Information

HOA Services will begin managing your neighborhood on June 1, 2024. HOA Services is contracted to perform **Accounting, Administrative, Compliance Services, & Common Area Management.**

Register for an online account at www.hoaservicesinc.com

DOWNLOAD OUR APP... Once you have registered for an online account, download our APP! Scan the QR code or Search for CINC HOA Services Inc at the Apple store or Google Play Store.

APPLE APP



GOOGLE STORE APP



Contact Information:

Homeowner Accounts & Payments: tammy@hoaservicesinc.com

Architectural (ACC / ARC) Modification Request: accrequest@hoaservicesinc.com

Covenant Violations or violation letters: compliancemgr@hoaservicesinc.com

Invoices or Check Request: Invoices@hoaservicesinc.com

Closing Letter or Disclosure Statement Information: Tammy@hoaservicesinc.com

General Information: info@hoaservicesinc.com

Community Manager: mark@hoaservicesinc.com

Clubhouse Reservations: thesaphoa@gmail.com

Phone: 706-654-0055

Payment Information – IMPORTANT – Send all payment to HOA Services Inc.

- If you made your previous payment through your online Bill Pay or Quicken, it will be necessary to change the mailing address to: Seasons At Pendergrass c/o HOA Services Inc, P.O. Box 1456, Commerce, GA 30529.
- Make checks payable to Seasons At Pendergrass Comm. Assn. not the mgt company.

Correspondence Mailing Address: 5867 GA Hwy 124 | Suite B | Hoschton, GA 30548

Pool Key Fobs may be obtained or reprogrammed by emailing thesaphoa@gmail.com

Clubhouse Reservations can be made online at www.hoaservicesinc.com . Go to **My Community** → **Reserve Clubhouse.**

Clubhouse Rental Agreement is online at www.hoaservicesinc.com. Go to **DOCUMENTS** → **Forms & Information** . Send completed form to thesaphoa@gmail.com

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Making changes to your home or yard? When making any changes to your home or yard, be sure to submit an **ACC Modification Request form** prior to beginning work.

The board or committee has 30 days to render a decision, but it is typically much quicker. The easiest way to submit your request is through your online account or the APP. (Eliminates scanning and signing the form)

Here are some examples of projects: Removing or installing trees or other landscape material, replacing roofs, exterior painting, covered porches, driveway extensions, fence installation & staining, lighting, door or window replacement, sheds, gazebo/ pergola, hardscapes, patio extensions, decks, etc. **When in doubt if your project requires advance approval, call 706-654-0055 or accrequest@hoaservicesinc.com .**

Covenant Inspections: HOA Services Inc will conduct covenant violation inspections and send noncompliance letters to any homeowners that are not in compliance with the covenants. When viewed one at a time, violations don't seem very significant, but when too many maintenance and other issues are present in a neighborhood, it does seriously affect the resale values and neighborhood appeal. When each homeowner does their part to maintain their home and yard, it favorably impacts your property values, and your neighborhood remains a desirable place to live.

Inspections will take place every two (2) weeks. Notifications will be sent by email and USPS mail. If you lease your home, notifications are **never sent to the tenants**, only to the homeowner. We recommend that all homeowners leasing their homes include yard maintenance and turf / weed treatments to prevent fines from accumulating.

The first non-compliance letter request the homeowner to do one of three things:

- correct the compliance item with **10 days**
- contact us and request an extension if you need more time; this prevents the homeowner from receiving an escalated letter, which save the HOA money
- submit an appeal for the item cited if you think it is in error or another reason

The second letter will be a warning of fine, which will be imposed if not corrected within 10 days at the rate of \$25 per day per violation.

The majority of the violations in the community is yard maintenance, mowing, edging, weed control, trash cans in view, street parking, parking over or on sidewalks.

When responding to a violation letter, click on the link in the email or letter. No login is required.

Don't miss out on Community wide emails: Add to your contacts, email whitelist or safe list our domain **@hoaservicesinc.com** & **donotreply@cincsystems.net** .

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