

Hello Olivia Preserve homeowner!

Welcome home! We are excited to work with you.

We are IRJ Property Management, and we help with all of your community management needs. We are available to help with any questions you might have! Even if we can't help resolve an issue, we are happy to point you in the right direction and connect you with people who can help you out. Please reach out to us at any time! Our email address is info@irjpm.com and our phone number is (919) 322-4680.

You can find more information about your community at this website:

<https://irjpm.com/olivia-preserve-hoa>

The website has covenant and bylaw information as well as architectural review forms and design guidelines for your community. Please note that before any exterior modifications can be made to your house, like adding a fence, flag, sign, play structure, or shed, remember to consult with the design guide on the website above to note whether or not you need architectural approval for your addition. If you ever have a question about this process, please reach out and we can talk you through it!

We're here to help, and we look forward to meeting you soon.

With Care,

Your IRJ Property Management Staff

IRJ Property Management
PO Box 1189
Garner, NC 27529
www.irjpm.com
(919) 322-4680
info@irjpm.com

Olivia Preserve Homeowner Information Sheet

Name: _____

Address: _____

Email Address: _____

Home Phone Number: _____

Cell Phone Number: _____

PLEASE COMPLETE THIS SECTION ONLY IF YOUR
HOME IS RENTED/LEASED:

Tenant's Name: _____

Tenant's Phone Number: _____

Rental Unit Address: _____

IF YOUR HOME IS RENTED, PLEASE SEND A COPY OF YOUR LEASE
AGREEMENT TO INFO@IRJPM.COM

How would you like to receive billing statements?

- I would like to receive mailed paper statements and to pay by
check/money order
- I would like to receive e-statements

Once completed, please email this form to accounting@irjpm.com
or mail the form to
IRJ Property Management
PO Box 1189 Garner, NC 27529