

# **Hello Woodard Oaks 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](mailto: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/woodard-oaks-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](http://www.irjpm.com)  
**(919) 322-4680**  
[info@irjpm.com](mailto:info@irjpm.com)

# Woodard Oaks

## 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](mailto: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 [info@irjpm.com](mailto:info@irjpm.com) or mail to PO Box 1189 Garner, NC 27529**