



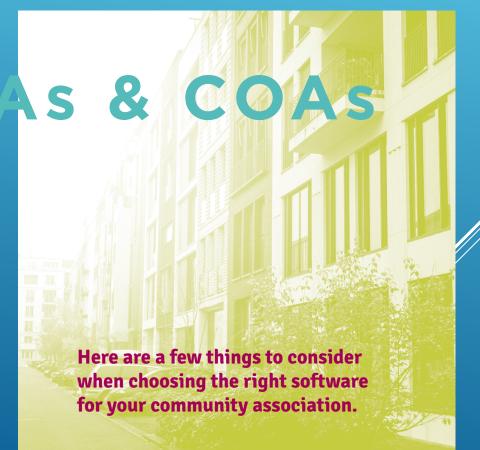
A business is only as efficient as the software that manages its core functions. The need for advanced and reliable software is shared by all property managers, including those who oversee homeowner associations and condo owner associations. They know that the right software features can revolutionize a workday—from tracking and processing dues, to document sharing, and staying connected.

How Property Management Software

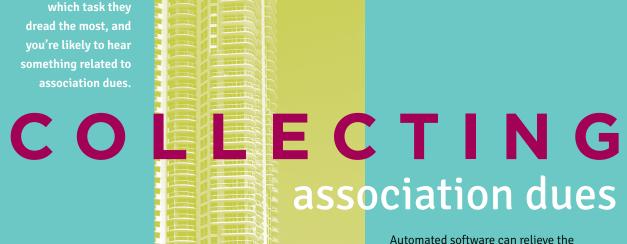
HELPS HOAS

Running a healthy HOA or COA means managing time and budgets wisely. It is surprising that almost half of these organizations still rely on manual methods.

For the property managers who have migrated to software, many are still using an outdated system that is unreliable and fails to function fully in the way they need it to. Representatives of any type of owners association should prioritize the right kind of software: one that boosts productivity, increases ROI, and makes their members happier.



Ask any association board member dread the most, and you're likely to hear something related to association dues.



headache by allowing you to easily collect and deposit checks, account for dues, and create reports for homeowners or other interested parties. The right software can offer convenient options for collecting dues online and accessing reports.

It's commonly understood that community association members have to handle many different kinds of communication. They have to notify members of unpaid dues, disseminate meeting notices, and coordinate with vendors who maintain common areas. Luckily, software can streamline this process to improve workflow instantly.

TEXTING OR EMAILHNG

Members, Employees, Board Members, and Vendors

Many HOAs and COAs would rather retire the use of paper mailings in favor of electronic communication because of saved time and money. People are also known to respond faster to emails and text messages compared to their snail mail counterparts. An additional benefit of digital communication for property managers: messages from vendors, owners, and board members will be automatically recorded in the system for record-keeping and future reference.

Maintenance requests come in all shapes and sizes but they all present potential risk to the greater community. An unaddressed leaky pipe or landscape disaster can grow into a full-blown problem quite quickly. Property managers of HOAs and COAs can keep their communities running smoothly during these times of trouble with online maintenance requests, which allow homeowners to enter a detailed description of the issue and submit the request easily.

online MAINTENANCE and mobile INSPECTIONS

The ideal property management software also supports mobile inspections. Mobile inspections allow property managers of community associations the ability to perform on-site property inspections using their preferred mobile device. Property managers not only save time and money from forgoing manual handwritten inspections, they also gain the peace of mind that everything — whether a note, recording, or picture — is tracked and saved for future reference.

Community associations are made up of board members who must maintain and enforce by-laws. They also need to follow specific reporting rules and may be tasked with overseeing maintenance requests. Even more important, they need to record these activities and communicate them clearly to the other board members. Organizations insisting on using a paper filing system, or even a local computer, need to know the seriousness of this risk.



MANAGEMENT

Associations that use secure cloud storage for these critical



Associations that use secure cloud storage for these critical files won't have to worry about having their data being destroyed because of a hacking, fire, or any other type of disaster. Personal information stored in the system, along with regular back ups, will also uphold the privacy of members' information and corresponding data.



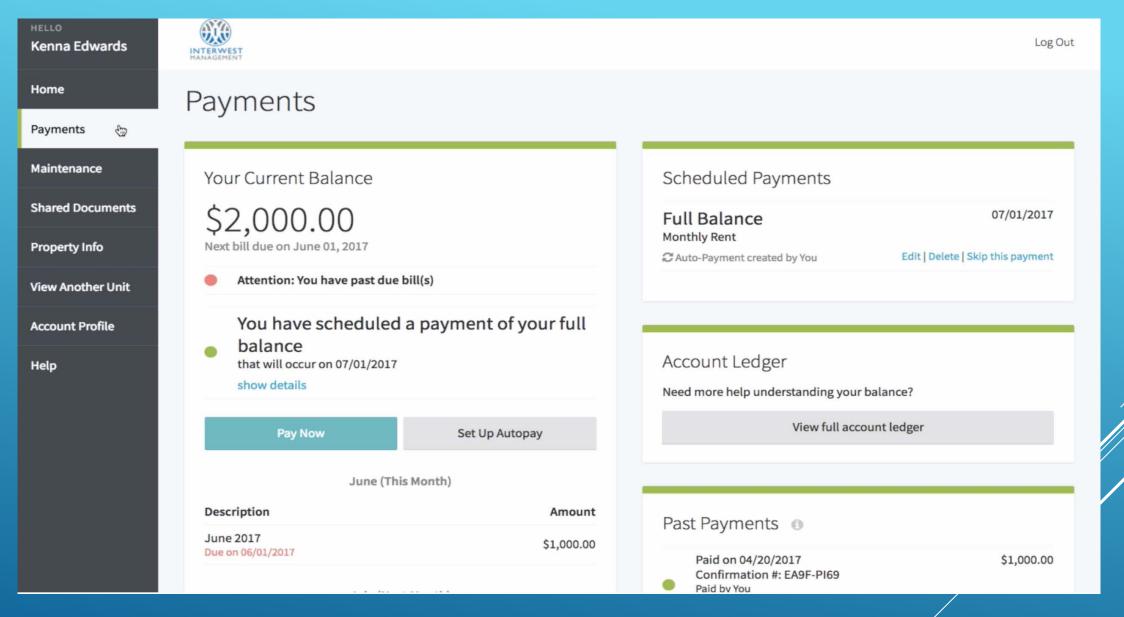
RESIDENT PORTAL



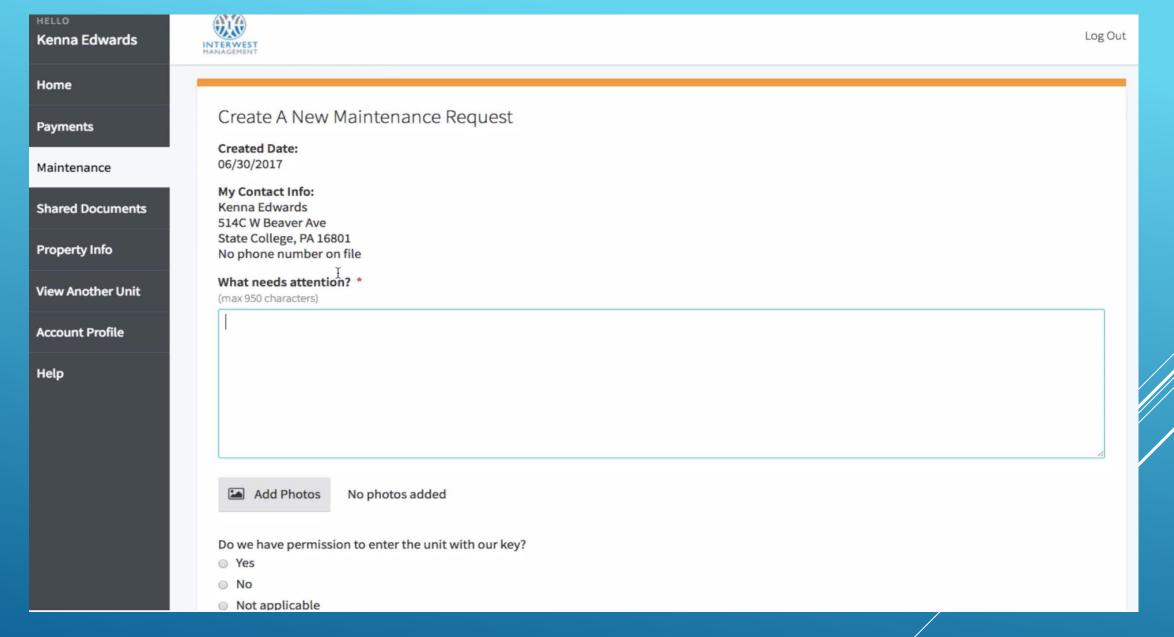
Interwest Management Services

CALIFORNIA OFFICE: 123 Address #1 City, OR, 12345 ARIZONA OFFICE: 456 Address #2 City, AZ 12345 (888) 691-1988 www.walrus.gov

During transition to Horizon, homeowner emails will be input into the system. Once your community goes live with Horizon, all homeowners will need to access their online account is their email address.

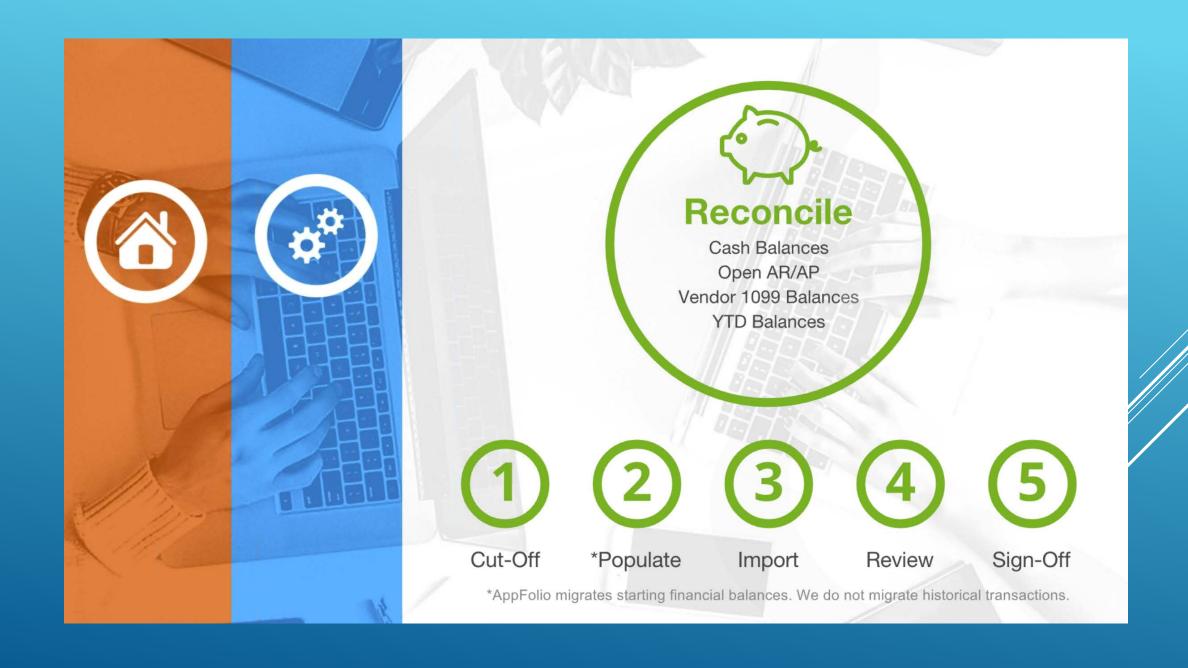


Homeowners can access their full account history on the portal. Homeowners are also able to make payments from this site and set up ACH for monthly assessments.



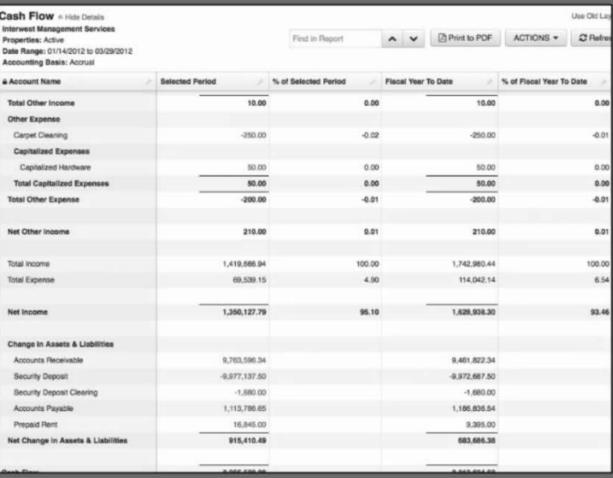
Homeowners can also enter a work order request on their portal that will be sent to the Manager as well as the Board.

ACCOUNTING



Cash Flow Report

- AKA Profit & Loss
- Commonly shared with property owners
- Displays net income & cash flow totals, year-to-date balances
- Can add liability accounts
- 12 Month Cash Flow & Cash Flow Comparison reports available





Cash Flow - 12 Month ≈ Hide Details

Find in Report

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Print to PDF

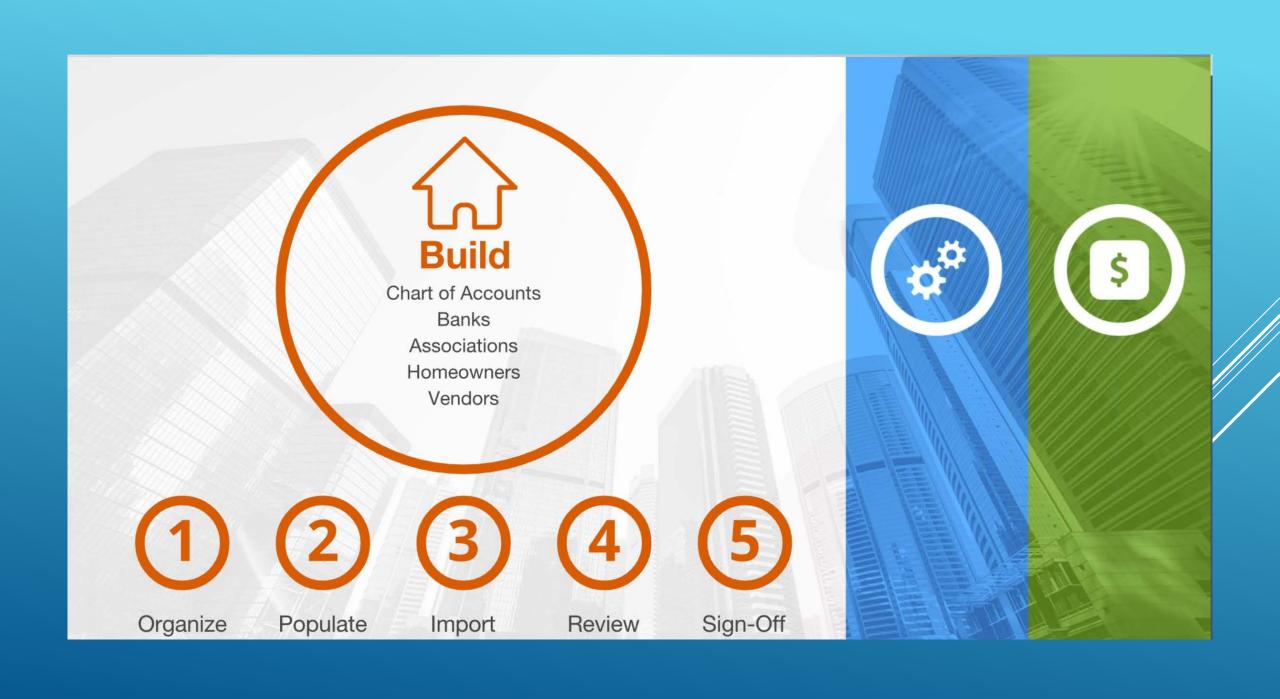
ACTIONS ▼

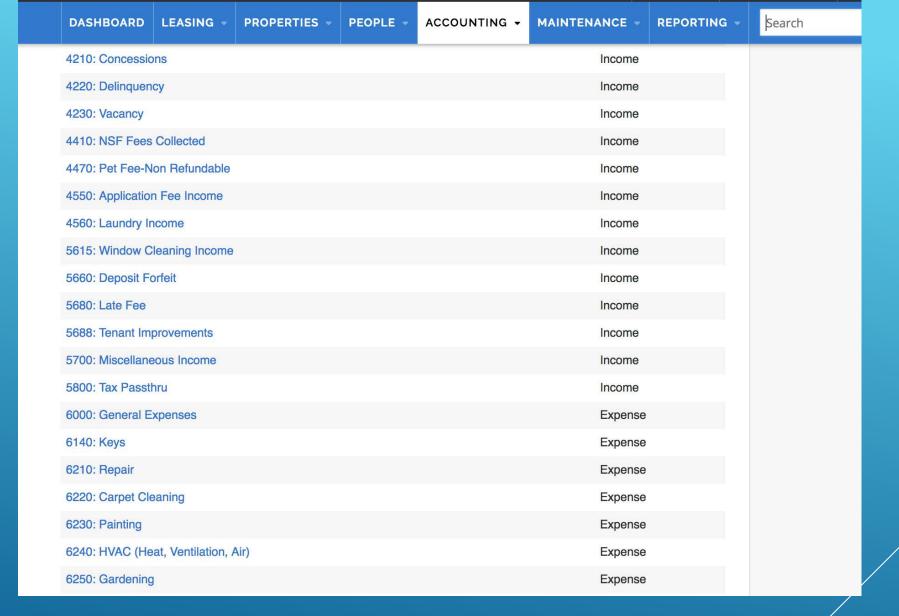
Refresh

Customize

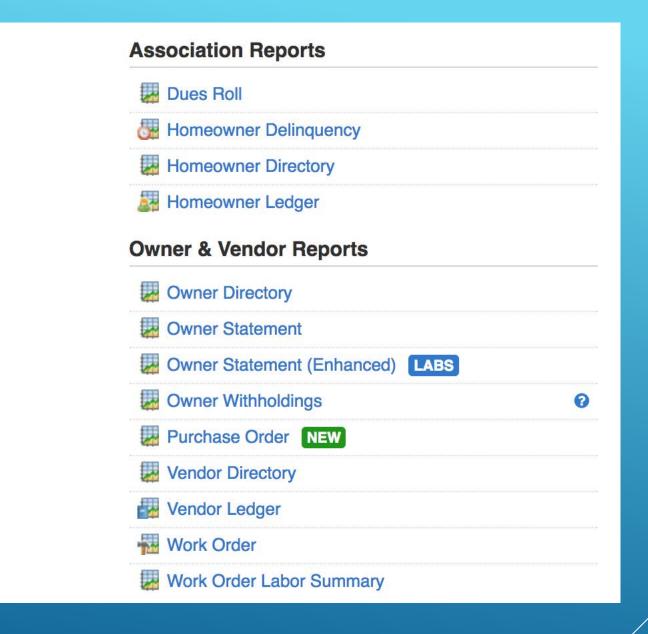
APM Property Management Property Groups: Smith RE Period Beginning: Jan 2016 Period Ending: Dec 2016 Accounting Basis: Cash

Account Name	Jan 2016 /	Feb 2011	Mar 2016 /	Apr 2016 /	May 201	Jun 2016 /	Jul 2016 🗡	Aug 201 /	Sep 2011 /	Oct 2016 /	Nov 201	Dec 2011 /	Total
Operating Income &													
Income													
RENTS													
Rent Income	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	3,633.33	9,750.00	10,936.67	7,725.00	0.00	0.00	47,045.00
Total RENTS	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	3,633.33	9,750.00	10,936.67	7,725.00	0.00	0.00	47,045.00
FEES													
Insurance Servi	0.00	0.00	0.00	0.00	0.00	0.00	9.50	0.00	-790.50	9.50	0.00	0.00	-771.50
Late Fee	0.00	0.00	0.00	0.00	0.00	-50.00	0.00	0.00	0.00	50.00	0.00	0.00	0.00
Total FEES	0.00	0.00	0.00	0.00	0.00	-50.00	9.50	0.00	-790.50	59.50	0.00	0.00	-771.50
Total Operating Inc	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,450.00	3,642.83	9,750.00	10,146.17	7,784.50	0.00	0.00	46,273.50
Expense													
AUTO AND TRAN													
Meals	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27.99	0.00	0.00	27.99
Total AUTO AND	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	27.99	0.00	0.00	27.99
CLEANING AND													
Carpet Cleaning	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00	1,500.00
Janitorial Expen	0.00	0.00	0.00	0.00	0.00	0.00	900.00	0.00	0.00	900.00	0.00	0.00	1,800.00
Landscaping	0.00	0.00	0.00	0.00	0.00	0.00	900.00	900.00	0.00	92.00	0.00	0.00	1,892.00
Total CLEANING	0.00	0.00	0.00	0.00	0.00	0.00	1,800.00	900.00	0.00	2,492.00	0.00	0.00	5,192.00
MANAGEMENT													





Completely customize your GL accounts to suit your individual HOA.



There are a wide variety of types of reports that can be run all in one place and all available for the Board to access on their portal at any time.

mpliance	
Acc	counting Reports
	Account Totals
4	Balance Sheet
₩.	Bank Account Activity
<u></u>	Bank Account Association
4	Cash Flow
<u></u>	Cash Flow - 12 Month
₩.	Cash Flow Comparison
	Cash Flow Detail
	Chart of Accounts
	Expense Distribution
4	General Ledger
	Income Statement
	Income Statement - 12 Month
	Income Statement - Comparative
	Trial Balance
	Trust Account Balance
	Trust Account Detail

Transaction Reports
Aged Payables Summary
Aged Receivable Detail
Bill Detail
Charge Detail
Check Register
Check Register Detail
Check Register Detail (Enhanced)
Deposit Register
Expense Register
Income Register
Journal Entry Register