



ESTACIO HOMEOWNERS ASSOCIATION

November 24, 2014

Dear Estacio Homeowner,

Avail Property Management is your new Association Manager as of December 1, 2014. We are honored to be serving your community.

Avail Property Management is a division of the Four Seasons Real Estate Companies and we manage only Desert Homeowners Associations. Our team is committed to assisting your volunteer elected board with their objectives for the community and to helping each home owner enjoy their community. Our main objective is to maintain your property values and promote safety; and towards this goal we will work hand in hand with your board to implement and enforce the Covenants, Conditions and Restrictions.

During the transition period of the months of December and January, please note the following:

- 1- Your January statement **does not** reflect your previous balance, if you have a balance. Your total balance will be reflected in the February statement when the true beginning balances are forwarded from the previous management company. You may also contact our office in February to obtain your balance.
- 2- If you normally mail a check, you may mail the check to the association's bank, Mutual of Omaha, please address the envelope as listed below:

Estacio HOA
c/o Avail Property Management
P.O. Box 65135
Phoenix, AZ 85082-5135

You will be assigned an account number. This number will be listed on your HOA statement, which will be mail out around the 17th of the month. Please include your new account number on your check.

- 3- If you utilize Online Bill Pay, please change the mailing address on the check to the address that is listed in #2, above. Make the check out to Estacio HOA, c/o Avail Property Mgmt. Please include your account number in the memo line of your check. If possible include your property address.
- 4- If you utilize an Auto Debit, or ACH, we have enclosed a new form to be filled out for the association's bank. Please attach a voided check with the form.

Please fill out the enclosed Homeowner contact form and return it to us so that we may update our records. Be sure to include your email address, email is the preferred method of communication as this is a cost savings to your community. For community updates please visit www.estacio49.com.

Please call on **any of us** at Avail Property Management if you have questions or concerns about your account or your beautiful community. You can contact us at 760-771-9546 or email us at service@availhoa.com. We are located in Old Town La Quinta. We hope you will stop by and see us and we look forward to serving you.

Sincerely,

Avail Property Management
service@availhoa.com