

HOAAGENT.COM

Your Neighborhood is our Business



Dear Homeowner:

Welcome to your new home at Westwinds Spokane Homeowners Association we are honored to manage your neighborhood. We will be doing everything we can to make your lifestyle peaceful and carefree.

This will include the following:

- Common area mowing, trimming, edging, fertilizer, and weed control,
- Contractor supervision,
- Online Payment Gateway for Assessment payments,
- Preparing the HOA 1120 H Tax form for the IRS,
- Renewing the HOA Non-Profit Corporation annual report,
- Annual billing and collection of the HOA Assessment,
- Liability insurance for HOA Activities for the protection of the homeowners and board members.
- Working to clean up and protect the common area and the vacant lots

Another service of the Homeowners Association is to preserve the integrity of the neighborhood architecturally; you will find an Architectural Request included in this mailing. This form is to be used to make any change or addition to fencing, housing, storage, pet containment or shelter. Please keep it handy as you plan for your exterior To-Do list.

Annually, the budget will be reviewed and the annual assessment may be altered by the board to maintain a balanced budget and to allow for continued growth of the reserve account. Notification of any change in the budget or assessment will be provided by Homeowners Association Services, Inc. to the members of the Board for approval and to the Association, prior to a change being implemented.

Association Assessments are billed monthly. Further statements will be sent if a homeowner has been deemed to be delinquent. Statement fees and interest will be added to any late account.

We hope to be a good partner in providing you with an enjoyable and carefree living experience. Please contact us with any questions or concerns at Info@HOAAgent.com or 509-922-2494.

Peg, Lance, and Kristi
Homeowners Association Services, Inc.

HOMEOWNERS ASSOCIATION SERVICES, INC.

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