

# HOAAGENT.COM

*Your Neighborhood is our Business*



Dear Homeowner at East Horizon Homeowners Association;

Welcome, we hope you are enjoying your home at East Horizon. Homeowners Association Services, Inc. is honored to manage your homeowners association. 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,
- Common area Sprinkler blow-out & start up and repairs,
- Online Payment Gateway for Assessment payments,
- Preparing the HOA 1120 H Tax form for the IRS,
- Renewing the HOA Non-Profit Corporation annual report,
- Quarterly billing and collection of the HOA Assessment,
- Liability insurance for HOA Activities for the protection of the homeowners and board members.

Annually, the budget will be reviewed and the quarterly assessment may be altered 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.

Statements will be sent quarterly ahead of each due date and courtesy reminders will be sent one time prior to adding late fees and fines.

Again, we welcome you to East Horizon and 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](mailto:info@HOAAGENT.COM) or 509-922-2494.

Peg, Lance, and Kristi  
Agent for East Horizon Homeowner Association  
Homeowners Association Services, Inc.

**HOMEOWNERS ASSOCIATION SERVICES, INC**  
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