



October 23, 2018

Dear Homeowner;

We at Greenacre Properties are pleased to have been selected as your new management company as of November 1, 2018, and would like to take this opportunity to introduce you to our Greenacre Family. We are a second generation, family owned and operated company that has been providing our services since 1974. We pride ourselves as being the area's premier management company, and enjoy providing our services to more than 50,000 families. We are passionate about what we do and look forward to assisting you.

Our seasoned team of professionals is available Monday through Friday from 9:00 a.m. to 5:00 p.m. and twenty-four hour emergency service is available through the telephone number below. *For emergencies outside the scope of property management services, such as law enforcement and fire/rescue services, please call 911.*

We are proud to announce that **Cindy Riner** will be the interim Community Association Manager, and may be reached at criner@greenacre.com, or directly at 813-936-4139, and can address questions regarding the community or the transition. **Cindy Lees**, (also a Licensed Community Association Manager) will be your administrative assistant manager and may be reached at clees@greenacre.com, or directly at 813-936-4122. Please contact her for any forms you may need. **Michelle Ura-Gonzalez** will be your bookkeeper for any questions you may have concerning your maintenance fee account and can be reached at mgonzalez@greenacre.com, or directly at 813-936-4174.

As your community's management company, Greenacre takes its directive from your Board of Directors. Our role is to oversee the day-to-day operations including common area maintenance, vendor coordination, financial administration and enforcement of your governing documents. As a member of the Association it is important to remember that there are governing documents that outline specific guidelines for the benefit of all residents. At the closing on your home you should have received a copy of these governing documents, please contact your closing agent if you were not provided a copy. Our goal is to work together with the Board and homeowners to maintain and enhance the community for all to enjoy.

Greenacre has been managing communities such as yours for over 40 years and are proud to have this opportunity to work with your community, welcome to our Greenacre Family.

Sincerely,

A handwritten signature in black ink, appearing to be "Ryan Greenacre", with a long horizontal line extending to the right.

Ryan Greenacre, CAM
President

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Phone: (813) 600-1100

www.Greenacre.com