



ASSOCIATION
MANAGEMENT
SERVICES, LLC
DOING MORE THAN EXPECTED

10/31/2022

Dear Floridian Homeowners,

Your Board of Directors recently made a change in Management and Association Management Services (AMS) was chosen to manage your community as of 10/1/2022. AMS is a professional management firm duly licensed by the State of Florida. We anticipate a long relationship with your community and look forward to working with the Board of Directors in carrying out the day-to-day management of the community.

I want to introduce myself as your assigned Community Association Manager, Patricia Jennings. I'm excited to be managing your community." I look forward to working closely with your Board of Directors in identifying the needs of the community.

As your Community Association Manager, I will be responsible for your weekly community inspections and majority of the day-to-day management of the community. Residents who spot issues of concerns in the neighborhood can contact me for assistance or to pose questions. I can be reached at patricia@camams.com, or by phone at (850) 231-6004 ext. 201. In addition, you may contact me on the AppFolio Property Management Software.

Enclosed is an owner information sheet. Please complete and return the information sheet to the below listed address to ensure the owner information we have been provided is correct.

Payments: You may pay your assessments through your AppFolio homeowner portal or mail to the below listed address. If you're using bill payment through your personal bank, it is important to change the billing address to the below listed address.

Association Management Services use the AppFolio Property Management Software. You will receive an Online Portal Activation email in late September. Once your portal is activated, you will receive a confirmation email. We suggest downloading the AppFolio app to your mobile device to make payments, check your account balance, submit maintenance requests, obtain association documents, etc.. Once logged in, you will land on the home tab where you can view your current balance owed and details of current and future charges broken down by month. Click **Pay Now** to make payments. If you do not receive a confirmation email, you did not fully complete all necessary steps to submit the payment.

Our goal is to do more than expected!

2441 US Hwy 98 W. Suite 101, Santa Rosa Beach FL. 32459

Phone: (850) 231-6004 ext. 104 Fax (850) 231-4889



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Our local office is located at 4369 5th Avenue, Pace, FL and the main office at 2441 US Hwy. 98 West, Ste 101, Santa Rosa Beach, FL. Our hours of business are from 9:00 a.m. to 3:00 p.m. Monday through Friday.

All mail addressed to the association and all assessments payment should be mailed to the new mailing address for the association, which is:

**Floridian Owners Association
2441 U.S. Highway 98 W. Ste. 101
Santa Rosa Beach FL 32459**

Sincerely,

Patricia Jennings, CAM
(850) 231-6004 ext. 201
patricia@camams.com

Nikki Lawnziak, CAM
(850) 231-6004 ext. 106
nikki@camams.com

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