

The Orchard of Countrywoods

P.O. Box 847, Draper, UT 84020
Accounting: 801-523-9740 / Maintenance: 801-273-8075
Website: TheOrchardofCountrywoods.com

Welcome to the community! We hope you enjoy your ownership in this beautiful area. Please check out our website TheOrchardofCountrywoods.com for community information. The **General Rules and Regulations** can be found in the Regulations subtitle. Please read them so you will know what is acceptable and what to expect from this community. If you don't have access to the internet, please call and we will mail you a copy.

Enclosed is a (blue) **Payment Record & Labels** form for your monthly association fee. Payments are due on the first of each month and must be postmarked by the tenth to avoid a late fee. We **do not** send monthly bills or reminders. Your blue form is to help you remember your payment due date. The account label will make it easy to always include your account number on your payment. Please apply the label above the routing number on your check. For your convenience, you have four options to choose from in which to pay this fee:

- 1) Send one check each month.
- 2) Send one check for the total of two or more months.
- 3) Send several checks postdated to the date you wish your payments to be deposited (**needs to be dated before the 10th**). Some homeowners find it's easier to send payment for several months at a time to save on postage and to avoid forgetting to send a check each month.
- 4) Set up automatic bill pay through your bank. Please give them your HOA account number to be included on the bank check.

Some homeowners find it's easier to send payment for several months at a time to save on postage and to protect them from forgetting to send that check each month.

Please send payments to the above address. If payment is postmarked after the 10th of the month there is a \$10.00 late fee and interest charged each month until paid. You will be billed if your account is delinquent.

Please complete the enclosed **Unit Status** and **Memorandum of Understanding** form. If you have **not** received your amenity key and badges, please call 801-523-9740 and we will deliver them when we pick up your forms. If you already have your key & badges, please mail in the forms with your next payment.

If you have any accounting questions call Barbara at 801-523-9740. If you have community maintenance or management concerns or questions please call 801-566-4062 and leave a message. Your call will be returned by an Earthwork, Inc. representative.

We look forward to meeting you.

Sincerely,

The Orchard Homeowners Association