

MGR

Property Management

November 21, 2024

RE: HOA Portal

Dear Community Members of Champagne Crest Association,

Thank you for your support of the integrity of your homeowner's association, we are proud to be providing you all with management service for your community. At MGR Property Management, we are consistently setting goals and making improvements in order to best meet and exceed your expectations for associations.

Effective November 1, 2024, the Homeowners Association will implement an online portal that will expand the virtual services available to your community. This will include automation of:

- Architectural and maintenance requests
- Access to governing documents
- Updates in resident contact information
- Monthly financial statements
- Reservations of reservable items
- And more!

The Portal will include the automated availability of your monthly financial statements. **Effective for your statement on the month of December, your monthly statement will be available online and will not require statements to be mailed, unless requested.**

Your 'Welcome Letter' included an Opt-In Form to opt in to the online services for your community. Please complete and **return this form to:** jmcmahon@mgrmgt.com and/or dmartinez@mgrmgt.com **or mail to:** 5950 La Place Ct. #: 155, Carlsbad, CA 92008 by December 31, 2024, to indicate that you would like to begin receiving statements electronically. Or you can opt-in to online communication in your portal by selecting "Profile", followed by the envelope icon in the top right corner called "Opt-In Communication". Please save this as your preference to opt-in to the online communication. If you wish to continue to receive mailed statements, any additional costs to your Association as a result of the mailed statements will be billed directly to your account.

Please let us know if you have any questions regarding your portal or registration. The portal will be available on the link provided, and on our website www.mgrmgt.com under the menu option "Portal", then "HOA".

Thank you for your time and consideration, and we look forward to be work with you.

Respectfully,

Judi McMahon

Community Manager
for Champagne Crest

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