DWD

Professional Management

Dear Greenpointe at Meadow Woods Community Member:

Welcome to your new home! We are pleased to inform you that the Board of Directors of Greenpointe at Meadow Woods has contracted with DWD Professional Management, LLC, to manage your neighborhood.

As the Community Manager for Greenpointe at Meadow Woods, I wanted to review a few questions that you may have about your new Community. This letter is designed to answer most of the common questions and is presented in easy-to-read language, unlike the Declaration of CC&R's, By-Laws and Rules & Regulations. By all means, ***these documents are important and should be reviewed prior to purchasing or leasing a home in Greenpointe at Meadow Woods.***

ASSESSMENTS are currently **$185.00 per quarter for 2024 Budget Year**. Payments may be mailed to the pre-printed address on your statement. If it is more convenient, you may also drop off these payments at our offices located at 9419 Tradeport Drive, Orlando, FL 32827. In addition, you may use the following payment options:

You may pay online through the Association's bank using a credit card, debit c10ard, or e-check. The website is as follows: https://epay.centerstatebank.com/find. You will need the following identification numbers in order to make these payments:

Management ID: DWDP
Association ID: 010
Homeowner ID: Property Account Number

If you would like to use on-line bill pay with your bank, you will need the following information:

Payee Account Number: Property Account Number
Check Payable to: Greenpointe at Meadow Woods HOA
Mailing Address: Greenpointe at Meadow Woods HOA, C/O DWD Professional Management, PO Box 22184, Tampa, FL 33622

Finally, if you would like to set up auto debit, please email or mail a voided check to info@dwdpm.com. The payments will be automatically withdrawn from your account on the 5th of each quarter.

If you have any questions concerning your assessment, please e-mail us at info@dwdpm.com.

ARCHITECTURAL CHANGES to your home, such as painting, window film, hurricane shutters and other such appearance changing alterations, require prior written approval of the Greenpointe at Meadow Woods Board of Directors. The Architectural Change application form is available at the Greenpointe at Meadow Woods Website, www.greenpointeatmeadowwoods.com

EMERGENCY after-hours situations: Please call (407) 251-2200 and follow the recorded instructions. Emergencies are defined as issues pertaining to safety, flooding, and other catastrophic situations. In other words, please leave a message for things that cannot wait until our regular office hours, which are Monday through Friday, 9:00 AM to 5 PM. For medical, police, or fire department attention, please call ***911.***

THE OFFICE FOR GREENPOINTE AT MEADOW WOODS is located at 9419 Tradeport Drive, Orlando, FL 32827. Our office staff is available from 9 AM – 5 PM. You may reach us by phone at 407-251-2200, by fax at 800-759-1820, and by email at info@dwdpm.com. If you would like to meet with one of our community managers, please contact our office to set-up an appointment.

PETS are permitted on and about the Greenpointe at Meadow Woods property. However, please keep them on a leash and under the control of an adult when outside. It is a part of the Association Rules and Reg10ulations that all residents ***must pick up after their pets.*** Unruly, noisy and offensive pets will not be permitted on Greenpointe at Meadow Woods property.

RULES & REGULATIONS for Greenpointe at Meadow Woods have been established by the Board of Directors to protect property values and desirability of this neighborhood. Failure to follow the Rules & Regulations, as well as the Declaration of CC&R's and By-Laws, are enforceable and can lead to monetary penalties and denial of use of the facilities. A complete copy of the Greenpointe at Meadow Woods Rules & Regulations is available on the Greenpointe at Meadow Woods Website at www.greenpointeatmeadowwoods.com.

THE SWIMMING POOL AND PLAYGROUND are for the use of owners, residents and their accompanied guests. Please observe the posted rules at the swimming pool and playground areas. **In order to obtain access to the pool, please see the pool gate access form included with this mailing**. Submit the form to our office at your earliest convenience. Pool fobs cost $20.00 and may be purchased at our office. If you have any questions regarding the recreational facilities, please contact our office.

TRASH PICK UP: Tuesday
YARD WASTE: Wednesday
RECYCLABLES: Wednesday
BULK PICK UP: Wednesday

If you have questions about the schedule for your neighborhood, contact Orange County Solid Waste at 407-836-6601 or Solid.Waste@ocfl.net.

Please remember that trash, recyclables, and yard waste containers may be placed curbside at sunset on the evening before collection and must be stored out-of-sight by dawn the day following pickup.

A COMMUNITY PORTAL is available for all members of the Association through TOPS [ONE]. The community portal will provide you with access to your community's governing documents and your account balance and history. You may also submit maintenance requests and Architectural Review Change applications as well as perform several other convenient functions to keep you in touch with our office and your community. We will send a notification to you via email to join the TOPS [ONE] portal so you may gain access to this service. If you do not believe the Association has an email address on file for your account or if you do not receive an email to join the portal within the next couple of weeks, please contact our office to provide us with your email address and we will add this information to your account so we may provide you with access to the on-line portal. You may also use the attached new owner contact form to provide us with your email address and phone number.

If this leaves you with any unanswered questions, just e-mail us at info@dwdpm.com and we will be delighted to find an answer for you or you can visit the Greenpointe at Meadow Woods Website at www.greenpointeatmeadowwoods.com. I hope this information is helpful and I look forward to working with the residents and Board of Directors of your neighborhood.

Sincerely,

William C. Webb, LCAM
Community Manager
DWD Professional Management, LLC
9419 Tradeport Drive
Orlando, FL 32827
info@dwdpm.com
www.dwdpm.com

Note: This Welcome letter is intended to be an overview of Greenpointe at Meadow Woods Homeowners' Association, Inc., and not a substitution for the Declaration of CC&R's, By-Laws or Rules & Regulations of the Association. In all cases, the Governing Documents of the Association shall prevail.