

SEMPER FI PROPERTY MANAGEMENT, LLC

1756 Hwy 501
Myrtle Beach, SC. 29577
Phone 843.315.1756 ext 2
Fax 843.315.1758
Caalpoa@yahoo.com

Ref: Welcome Letter
To: Cascades at Azalea Lakes POA Owners
Start Date: June 1, 2022

Hello to all,

My name is Billy Rivera (owner) Owners Rep & Operations at Semper Fi Property Management, LLC. The Property Manager in Charge (PMIC) & Accountant is Ron Petone will be assisting with your POA. SFPM also has maintenance techs that will be working for your POA. Together we are Semper Fi Property Management, LLC Your New POA Property Management Team.

Included in this letter packet you will find the following:

1. Payment options.
2. Owner update information.
3. Rental Company information (rental units).

Important information for you:

1. Your new email address to keep in contact with Semper Fi Property Management (SFPM) and your Board of Directors (BOD) caalpoa@yahoo.com. Please use this email for all communications to SFPM & your BOD. Your email blasts, updates and information will come from this email.
2. After hours emergency number...as always call 911 for Police, Fire, Water and Medical. SFPM's after hours emergency line is 843.251.4873.
3. No late fees will be assessed to any accounts for the month of June 2022. This will give you a month to make changes with your banks, accountants, etc. Late fees will start again in July 2022.
4. In the near future a new website address will be sent out to all owners.
5. Enclosed are two important items: Owners information & Property Managers information. Please complete and return to me via email or USPS. We are missing information on some owners, emails, phone numbers, etc.
6. Semper Fi Property Management is working with the Board of Directors to ensure that we have the correct information and knowledge for your POA. Any questions please email or call me. I am the owner of Semper Fi Property Management and YOUR Rep.
7. From this date on please send your monthly POA Dues to the new address. Please complete the enclosed documents and return. I will be inspecting the POA grounds and reviewing the budget and current bills. I look forward to meeting you.

Respectfully yours,
Billy Rivera, CPO, NR
Owners Rep & Operations
Semper Fi Property Mgmt, LLC
Cascades at Azalea Lakes

CASCADES AT AZALEA LAKES POA

Managed by: Semper Fi Property Management, LLC
1756 Hwy 501
Myrtle Beach, SC. 29577
843.315.1756 ext office, 843.315.1758 fax

PAYMENT OPTIONS

1. **Monthly Dues:** \$50.00 per month or \$150.00 per Quarter. **Due the first month of each quarter and will be considered late if not received by the 30th of the month.** A late fee of \$25.00 will be assessed to your account.
2. **Payable to:** Cascades at Azalea Lakes POA **NOT** Semper Fi Property Management.
3. **Mail or Deliver to:**
Cascades at Azalea Lakes POA
c/o Semper Fi Property Mgmt, LLC
1756 Hwy 501
Myrtle Beach, SC. 29577
4. **Direct Bill Pay:**
Your bank will automatically disperse a check for you monthly on a specified day and the amount you request each month recurring payment. Just give your bank the information...IE....date to be dispersed, mailed, amount, payable to and address. This option is a one time set and forget about it option. Set up the payment one time and it will be paid automatically monthly or quarterly.
5. **Account Number:**
Your account number will be your address ...IE 123 ABC Street or 465 Any Drive. **YOUR ACCOUNT NUMBER MUST BE ON YOUR CHECK CORRECTLY TO RECEIVE PROPER CREDIT.**

CASCADES AT AZALEA LAKES POA

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OWNER INFORMATION SHEET

Cascades at Azalea Lakes

Address: _____

Owner's

Name: _____

Mailing Address: _____

Email Address: _____

Home Telephone #: _____ Cellular #: _____

Emergency Contact: _____

RENTAL INFORMATION

Do you rent your unit? YES _____ NO _____

Name of Rental Company: _____

Address: _____

Office #: _____ Cellular #: _____

After Hours Emergency #: _____

Name of Property Manager: _____