

# TIDEVIEW ESTATES CONDOMINIUM ASSOCIATION

Community Information Notice: FEBRUARY 2017

Please read this material carefully

\*\*\**Investors- please provide a copy of this notice to your tenant(s).*

Website: [www.evergreenmgt.com](http://www.evergreenmgt.com) - select Association Login - User ID: TVC Password: 100

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**Association Team Members:** Your association team members want to thank you for your continued support throughout the year. We are here to provide you with superior customer service and to answer your questions and concerns. All team members can be contacted at (603) 580-5192, Fax (603) 580-5590 or at the following emails:

**Association Manager:** Michael Street, [mstreet@evergreenmgt.com](mailto:mstreet@evergreenmgt.com)

**Association Administrator:** Jodie Champagne, [jchampagne@evergreenmgt.com](mailto:jchampagne@evergreenmgt.com)

**Accounts Receivable Coordinator:** Barb Valenti, [bvalenti@evergreenmgt.com](mailto:bvalenti@evergreenmgt.com)

**Maintenance Coordinator:** Linda Malbon, [lmalbon@evergreenmgt.com](mailto:lmalbon@evergreenmgt.com)

**Stratham Office Address:** 72 Portsmouth Ave, Suite #201 Stratham, NH 03885

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**NEW ROOFS AND SNOW:** There is no weight concern with the amount of snow on the roofs. The roofs were built to support New England winters. DO NOT roof rake as this causes damage to the roof shingles and causes ice dams to form higher on the roofs.

**NEW TRASH REMOVAL:** Trash may only be placed in bags purchased from the City of Dover. All trash must be in a barrel with a lid that can be readily detached or a barrel manufactured with hinges. All barrels, covers and recycle bins must be at all times clearly marked with the Unit Number. Trash must be kept inside the Unit until pick up day. Your recycling bin and trash barrel(s) are to be placed back inside the unit within 24 hours of trash day. Pick up day is Friday unless otherwise notified by the City of Dover and is posted at the mail house.

**NEW SNOW REMOVAL:** Snow removal immediately following a storm, the roadway and parking lot entries will be plowed to their full width and plowing of the parking spaces will begin. When the roadway is cleared, move your car(s) so the parking spaces can be properly cleared. Cars moved to the main roadway must be parked on the even numbered side of the street. If you are going to be away or unavailable to move your car after a storm, please make arrangements with a neighbor to have it moved in your absence.

**VACANT UNITS:** Should you notice an abandoned or vacant unit, please contact Management so we may try to locate the unit owner. Also please ensure your heat is maintained at a minimum of **60 degrees** if you are away this winter.

**EMAIL ADDRESSES:** In order to save the Association, meaning all owners, money on postage and mailings in general, we now try to send everything we can electronically. Please provide your email address to Management by emailing Jodie Champagne at [jchampagne@evergreenmgt.com](mailto:jchampagne@evergreenmgt.com) and we will add you to the database.

**HOMEWISE DOCUMENTS/UNIT SALE OR REFINANCE:** Individuals involved in a condominium sale or refinance should go to the Evergreen Harvard Group website, [www.evergreenmgt.com](http://www.evergreenmgt.com), click on the HomeWise Sales and Refinance Docs tab to access the information needed for your sale or refinance. If you do not have internet access, please contact HomeWise Documents directly at: 866-925-5004.

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