

# TIDEVIEW ESTATES CONDOMINIUM ASSOCIATION

## Community Information Notice

MAY 2016

Please read this material carefully

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

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**NEW CHANGES IN ADMINISTRATION:** Evergreen Management is pleased to announce that Jodie Champagne will be your new Association Administrator. You can reach Jodie at 603-622-7000 ext. 7502 or email her at [jchampagne@evergreenmgt.com](mailto:jchampagne@evergreenmgt.com)

**ASSOCIATION WEBSITE ACCESS:** Homeowners have access to the Association Website which is a great source for all of the following documents: Governing Documents, Annual and Board Meeting Minutes, Current Association Budget, Snow Removal Procedures. Please log on to: [www.evergreenmgt.com](http://www.evergreenmgt.com), click on the **Association Login** tab and enter user ID: **tv** and password: **100**

**SPRING CLEAN UP:** Weather permitting, spring clean up will be completed no later than April 30, 2016.

**ASSOCIATION MASTER INSURANCE POLICY INFORMATION:** If you need a certificate of insurance for your mortgage company or to refinance your home, contact Aspen Insurance – [www.aspen-ins.com](http://www.aspen-ins.com). Your Association's master insurance policy has a deductible of \$5,000.00. Each unit owner is advised to check with their personal insurance agent to ensure that their individual unit owner's personal insurance policy (also known as an HO6 policy) will provide coverage of the Association's deductible in the event of an insurance loss.

**TRASH REMINDER:** Please remember to place all trash bags in an external container and make sure that all guests and tenants are aware of this requirement. Placing unprotected trash bags out usually results in birds and other animals tearing open the bag, getting into the garbage and making a mess of the Association. This is against the Rules of the Association and may result in fines being assessed against the unit.

**HOME SERVICES REQUEST:** Evergreen Management has a trained, in-house staff of maintenance technicians available to assist owners with non-association maintenance tasks in their home. Unit Owners who would like to make an on-line request for these services should go to: [www.evergreenmgt.com](http://www.evergreenmgt.com) and click on the **Home Services Request** tab to fill out a request or call 603-622-7000.

**UNIT SALE OR REFINANCE:** Anyone involved in a condominium sale or refinance should go to [www.evergreenmgt.com](http://www.evergreenmgt.com), click on the **HomeWise Sales and Refinance Docs** tab to access the information and paperwork needed to complete a unit sale or refinance. If you do not have internet access, please contact Home Wise directly at: 866-925-5004.

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**Contact information for your Evergreen Management, Inc. team:**

**Questions / Comments:** Please mail correspondence to our office at 72 Portsmouth Ave, Suite #101 Stratham, NH 03885 or call (603) 622-7000.

**Association Manager:** Michael Street, [mstreet@evergreenmgt.com](mailto:mstreet@evergreenmgt.com)  
**Association Administrator:** Jodie Champagne, [jchampagne@evergreenmgt.com](mailto:jchampagne@evergreenmgt.com)  
**Financial Coordinator:** Barb Valenti, [bvalenti@evergreenmgt.com](mailto:bvalenti@evergreenmgt.com)  
**Maintenance Coordinator:** Linda Malbon, [lmalbon@evergreenmgt.com](mailto:lmalbon@evergreenmgt.com)