



Elite Property Management & Consulting Inc.
2054 Vista Parkway Suite 400-913, West Palm Beach FL 33411
* 561-247-0302 * info@elite-pmc.com * www.elite-pmc.com *

Dear Villas at Meadow Lakes Homeowners & Residents,

We would like to take this time to introduce ourselves to you as the new Management company of **Villas at Meadow Lakes Association, Inc.**

TENANTS:

This change of management has no effect on residents who lease their units. Please continue to contact your landlord or relevant property manager with any questions or concerns pertaining to your unit. For any Association related matters, questions or concerns, please contact the Association office directly at contact@villasml.com

HOMEOWNERS:

For unit owners, please do not send your dues payments or future correspondence to Phoenix Management. If you have any questions, or concerns regarding your unit, payment of assessments, or any other Association related matters, please contact the Associations office directly at contact@villasml.com. For assessment payment information please go directly to the Association's [website](#).

AFTER HOURS EMERGENCY: To report an "after-hours" property emergency, please call 561-247-0302 and leave a detailed message and someone will respond to you promptly. Please note that an "after hours emergency" consists of Fire or Flood. Any other incidents will be responded to the next business day. As a reminder in the event of a fire please dial 911 FIRST prior to reporting the incident to the Association.

PEST CONTROL:

Current pest control process will remain in effect.

CHANGES IN YOUR CONTACT INFORMATION:

Please notify us if your phone numbers, email addresses, or mailing address has changed and needs to be updated, so we can ensure that all residents and unit owners receive important communication from the Association. Please send all updated contact information to contact@villasml.com.

We sincerely look forward to providing you with exceptional management and maintaining a safe and enjoyable place to live.

Sincerely,
Elite Property Management & Consulting, Inc.