

DAVID FLOYD & ASSOCIATES, INC.

A Property Management Company

104 East Park Drive, Suite 320
Brentwood, TN 37027

Office: (615) 297-2824 Fax: (615) 297-9340 Website: dfloydassoc.com

December 29, 2023

To: Chatham Pointe Homeowners

Re: 2024 HOA Fee Notice (IMPORTANT)

Dear Chatham Pointe Homeowners,

The annual HOA fee will be increasing to \$360 in 2024. The first installment of \$180 is due by February 15, 2024, and the second installment of \$180 is due by May 15, 2024.

NOTE: There is a discounted lump-sum payment option to pay the entire year's HOA fee in a single payment of \$350 (rather than \$360) by March 31, 2024.

The HOA fee payment options are listed below. Please note that these payment options are different from years past.

- 1. Payment of HOA Fees via Mailed Check:** Homeowners may pay their HOA fees by mailing checks to Chatham Pointe HOA c/o David Floyd & Associates, Inc. PO Box 357 Commerce, GA 30529-0357. Please make sure all checks are made payable to Chatham Pointe HOA and include your Chatham Pointe address in the memo section. A payment coupon should be included with each mailed check if possible (enclosed and available to print at ChathamPointeHOA.com).
- 2. Online Payment of HOA Fees:** To pay your HOA fees online, please go to dfal.cincwebaxis.com and sign in at the top right corner of the screen. *[NOTE: You must register and be approved prior to signing in for the first time. Your account number is the same as your Chatham Pointe street address number.]* Once signed in, click on "Pay Fees" at the top left corner of the screen. Select your desired payment method (eCheck or credit card), input your payment information, and click "Submit." Verify that your payment information is correct and click "Submit Payment." *Please note that the payment platform charges a \$1.99 processing fee for eCheck payments and a 3.25% processing fee for credit card payments.*

If you have any questions, please email us at ChathamPointeHOA1@gmail.com.

Kindest Regards,

David Floyd & Associates, Inc.

Managing Agent for Chatham Pointe HOA

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Payment Coupon

Management Company Code: DFA1 (*David Floyd & Associates, Inc.*)

Homeowners Association Code: CP (*Chatham Pointe Homeowners Association, Inc.*)

Chatham Pointe Property Address: _____

Owner Name(s): _____

Total Amount Enclosed: \$ _____

In case we need to contact you, please provide your contact info below:

Email Address: _____

Phone Number: _____

Please mail check with payment coupon to:

Chatham Pointe Homeowners Association, Inc.
c/o David Floyd & Associates, Inc.
PO Box 357 Commerce, GA 30529-0357