

CHURCHILL VILLAGE-SOUTH HOMEOWNERS ASSOCIATION INC.

c/o Vanguard Management Associates, Inc.
P.O. Box 39 • Germantown, Maryland 20875-0039
(301)540-8600 X3007

October 2018

Dear Churchill Village-South Homeowners,

The Board of Directors for the Churchill Village-South Homeowners Association Inc., has approved an operating budget for the fiscal year beginning January 1, 2019. The monthly assessment will increase by 4% to \$104.00 per home. To assist you in making your 2019 monthly payments, you will receive, under separate cover, a 12 month coupon booklet and envelopes.



All payments should be mailed to the address on the coupon which is the “lockbox” address for Churchill Village-South Homeowners Association where your check is deposited when received.

★ ★ ★ IMPORTANT INFORMATION REGARDING YOUR ASSESSMENT PAYMENT ★ ★ ★

- **The address for payment only is:** P.O. BOX 93687
Las Vegas NV 89193-3687
- Please make sure to use the coupons and envelopes that are sent to you when you are mailing your payment.
- ***If you set-up Recurring ACH Payment (Direct Debit) on the Alliance Association Bank website, you must update your automatic payment amount. Please log onto www.vanguardmgt.com and click on “Resident Resources” to link to AAB.***
- ***If you use your bank’s online bill pay service please verify the mailing address and amount prior to making payment.***
- Payments should not to be mailed or hand delivered to the Vanguard Management office. Checks received in the office will be returned “Return to sender”.
- You may also pay your assessment at your community association bank website, Alliance Association Bank (AAB), by credit card or one time electronic payment. You must have your coupon with you in order to complete this process. Please log on to www.vanguardmgt.com and click on “Resident Resources” to link to AAB to make payments by credit card or electronic payment. Please allow 4 business days for processing. Credit card payments are subject to a convenience fee charged by the bank. (The Management ID, Association ID and Unit Number are all at the bottom of the coupon. Please make sure to use all preceding zeros. There is an example online to assist you in setting up online payment using a coupon.)
- If you are currently enrolled in direct debit through our office you do not need to take any action.

You are reminded that the monthly assessment payment is due the first (1st) day of each month and is considered late if not received by the thirtieth (30th) day of the month. Late payments may be subject to late fees and collection costs. You will receive no further notices so please place your coupons in a secure place, as there may be a charge for a replacement set.

PLEASE MAKE ALL CHECKS PAYABLE TO:
“Churchill Village-South Homeowners Association”
AND REFERENCE THE ACCOUNT NUMBER ON YOUR CHECK

Please note that the Churchill Village-South Homeowners Association has its own extension number at Vanguard Management. You can conduct most business, reach the accounting department or reach the community manager by calling (301)540-8600 and dialing extension **3007**. There will be a number of menu selections that will facilitate your business with the Association. All written correspondence should be sent to the address shown at the top of this letter and questions about your account should be directed to (301)540-8600 x3303. You may also communicate with Vanguard Management by visiting Vanguard’s web site at www.vanguardmgt.com, click on “Community Contact Info” and then “Churchill Village-South Homeowners Association”.

Please also note that, under Chapter 10B of the Montgomery County Code, the Office of Common Ownership Communities and the Commission on Common Ownership Communities (CCOC) offers dispute resolution, education, and other services to owners and residents of common ownership communities in Montgomery County.

For the Board of Directors,
Churchill Village South
Homeowners Association, Inc.

Randy McClement
Community Manager
(301)540-8600 x3336
rmcclement@vanguardmgt.com

2019 Meeting Schedule

The Association Board of Directors meetings in 2019 are currently scheduled for the 2nd **Wednesday** of each calendar month, **7:30 p.m.**, at the **Wanegarden Community Center, 13601 Wanegarden Drive, Germantown, Maryland**. Meeting dates for 2019 are:

January 9, 2019 Regular Meeting	August 14, 2019 No Meeting
February 13, 2019 Regular Meeting	September 11, 2019
March 13, 2019 Regular Meeting	Budget & Regular Meeting
April 10, 2019 Regular Meeting	October 9, 2019 Approve budget
May 8, 2019 Regular Meeting	October 14, 2019 Annual Meeting (Monday)
June 12, 2019 Regular Meeting	November 13, 2019 Regular Meeting
July 10, 2019 Regular & Budget Meeting	December No Meeting