

## Dear Property Owner,

Please find attached payment coupons for 2025. HOA payment coupons are ONLY available to print. HOA assessments are due on the 1st of every month. Late fees and finance charges will be assessed if payment is not received by the 10th of the month. All payments should be addressed to *Todd Creek Riverside Homeowners Association*, 6833 S. Dayton St. #163, Greenwood Village, CO 80112. If paying through your personal online banking method, you may set us up as a bill pay using the above information. Your address may be your account or lockbox number. Please be sure that your property address is included with any form of payment. \*\*Monthly statements will be sent only if the account is delinquent.\*\*

**Online Payments:** Please consider activating HOA account access on the Online Portal. You can make payments online by check or credit/debit card (small convenience fee charged by AppFolio) and set up automatic/recurring payments.

The Management Company by State law (CCIOA) is required to provide the HOA with the following Association Disclosure of Information which will be available on the website within 90 days after the end of the fiscal year: A list of association insurance policies, association By-Laws, Articles, Rules and Regulation, Minutes of executive board and member meetings for the previous fiscal year, and association-adopted responsible governance policies.

If you have any questions or concerns, don't hesitate to contact our office.

## Client services contacts:

Heidi Brown, Community Association Manager Billing information – Valerie Young

Phone: 303-912-2294 Phone: 720-428-0342

Email: <u>Heidi@teleos-services.com</u> Email: <u>Valerie@teleos-servies.com</u>

We look forward to another great year of servicing your HOA needs and concerns!

Teleos Management Group Angela Elliott, Owner/Founder