

**Welcome Letter**  
**Mt. Washington Condo**

Order: R5N24TGN8  
Address: 1703 Mount Washington Ct Apt D  
Order Date: 02-01-2023  
Document not for resale  
HomeWiseDocs



Welcome New Homeowner!

Congratulations on the purchase of your new home! American Community Management, Inc. would like to take this opportunity to introduce ourselves as the managing agent for your community association. As the managing agent, we have the responsibility of assisting the board of directors with the execution of processes for your association.

We are committed to providing the highest level of service in the property management industry. As our company has grown, we have been diligent in hiring quality professionals and providing them with continuing education opportunities by making available to them courses in property management, insurance, legal, collections, maintenance, reserve studies and much, much more. All in an effort to ensure that our clients receive the highest level of service.

In order to assist us in the efficient management of your Association, it is important that we have an accurate record of ownership for each property. Please take a few moments to complete the attached questionnaire form and return it to American Community Management, Inc at your earliest convenience.

To assure a smooth transition from the former owner to you, please make sure that:

- ☐ We receive a copy of your settlement sheet immediately following your settlement
- ☐ Complete and return to our office the "Notice to Council of Unit Owners" which is pursuant to the Annotated Code of Maryland and included.

You will receive a welcome letter with additional information once we have received your settlement sheet. Please note, this can take up to 45 days to receive after settlement.

Communication is an important key in building a successful relationship. We are very interested in your comments and have made communicating with us easy by giving you several options to reach us. You may contact American Community Management online at [acmhome.com](http://acmhome.com) or call our customer service support team at 410-997-7767.

Sincerely,

The American Community Management, Inc. Team



## ***NOTICE TO COUNCIL OF UNIT OWNERS***

This document should be completed at or after settlement and forward to American Community Management at the address listed below.

To the extent available, the following information is provided pursuant to Section 11-135; subsection (h) of the Maryland Condominium Act relating to the sale and transfer of the unit identified herein.

UNIT IDENTITY: \_\_\_\_\_  
(Complete Address of Unit)

SELLING UNIT OWNER (S): (1)  
(2)

FORWARDING ADDRESS OF SELLER: \_\_\_\_\_

\_\_\_\_\_

PURCHASER (S): (1) \_\_\_\_\_  
(2) \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

\_\_\_\_\_

PHONE NUMBER OF PURCHASER: \_\_\_\_\_

TENANT'S NAME (If Applicable): \_\_\_\_\_

DATE OF SETTLEMENT: \_\_\_\_\_

The proportionate amounts of outstanding Homeowners fees or assessments assumed by Seller(s) and Purchaser(s) are as follows: \_\_\_\_\_

\_\_\_\_\_

MORTGAGE COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

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Date

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Purchaser or Agent

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Date

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Purchaser or Agent

## **MT WASHINGTON HILLS CONDOMINIUM 2023 MEETING DATE SCHEDULE**

**\*NOTE: Held on the 4th Wednesday of every odd Month unless otherwise notified.**

**January 25th**

**March 22nd**

**May 24th**

**July 26th**

**September 27th**

**November 22nd - Subject to change due to Thanksgiving Holiday**

**If you have any questions please feel free to contact the office of American Community Management at 410-997-7767.**

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