

# Manor Wood News

Manor Wood Estates Homeowners' Association Newsletter

Summer 2020

## Board of Directors

### President

Zachary Parker

### Vice President

Norbert Topolski

### Secretary

Tareyton 'Tony' Oliver

### Treasurer

Christine Parker

### Member At Large

Wilke Renwick

## Assessments

When paying your assessments be sure to include your

**Manor Wood Estates** property address on your check to ensure prompt posting to your account. Payments are due on the first day or each quarter, **January, April, July, and October**. A late fee is applied on payments received after the 10th day of the first month of the quarter. Please note if you have a minus sign before your total due it means that you have a credit and do not need to make a payment at this time.

If you have questions regarding your assessment account, please contact Teresa at:

540.347.1901

Ext: 111

HOA@Armiva.com

## Assessment Payments Online

The Homeowners of Manor Wood Estates now have the option to make payments online or to set up an online automatic bill pay. These options are in addition to the current way you may pay your assessments.

To make payments **online**:

Go to our website at [www.armi-hoa.com](http://www.armi-hoa.com) and choose the "Make a Dues Payment" option halfway down the left side. This gives you the opportunity to make a one-time payment by check (no fee) or credit card (there is a service fee), set up an ACH account through your bank, or create an online account to automatically process the monthly payment. You will need the 3 sets of numbers at the bottom of the coupon which is part of your dues invoice included with this mailing.

We have a **lockbox** system set up for the community. Please send all checks or money orders to:

Manor Wood Estates  
Alliance Bank  
PO Box 98213  
Las Vegas, NV 89193-8213

Should you currently have Direct Debit set up through your bank, you will need to make them aware of the new mailing address above for the payment.

Your 3<sup>rd</sup> quarter statement is included in this mailing. To make your online payment or to set up your online account you will need the three sets of numbers at the bottom of YOUR coupon:

Johnny Homeowner  
999 Arden Lane  
Stafford, VA 22556

Make checks payable to your association  
Detach and return this portion with your remittance

Manor Wood Estates Homeowners Association, Inc.  
C/O ARMI Payment Processing Center  
Po Box 98213  
Las Vegas, NV 89193-8213

| Account Number: | Assessment Date: |
|-----------------|------------------|
| 99999           |                  |
| Amount Due:     | Amount Enclosed: |
| 120.00          |                  |

Property: 999 Arden Lane  
Stafford, VA 22556

In accordance with the rules of the National Automated Clearing House, information from the check sent with this payment may be used to create an electronic debit to your account. The electronic debit on your statement is valid as proof of payment.

6666 00A176 0000000000009999 HOMEOWNER000 200000 0

Management ID

Association ID

Unit Account Num.

Please contact the HOA Accounting Manager for any questions at 540.347.1901 ext 111 or [Teresa@armiva.com](mailto:Teresa@armiva.com)

## Recreational Vehicle Parking

Be mindful of where you are parking your recreational vehicles. Per the Second Amendment to the Declaration of Covenants, Conditions and Restrictions of Manor Wood Estates as recorded in 2010, motor homes, boats, campers and utility trailers must be unoccupied and stored either behind or to the side of the house, be screened as much as possible by the natural topography and foliage of the lot, and must not be visible from the street.

## Architectural Changes

When planning to make any exterior change to your property, an Architectural Approval Form is required to be submitted with supporting documentation of the change showing color, description, style, etc and a copy of the property plat showing the location with dimension. No work may be initiated without approval.

The Architectural Approval Form is available on the Manor Wood page of the ARMI website at [www.armi-hoa.com](http://www.armi-hoa.com). The form is at the bottom of the page.

## Important Information

Stafford County  
Sheriff's Office  
(Non-emergency number)  
540.658.4450  
Emergency—911

Animal Control  
540.658.7387

## Dirty Siding???

### Manor Wood Estates—Vendor Partnership

Manor wood Estates is pleased to announce that they have partnered with C.C.S. Powerwashing to provide a community rate of **\$200/per house** to powerwash the siding on your home. A discount is available on other services. You may discuss this with the vendor when they contact you to schedule service.

Please contact the Vendor directly or contact the ARMI office in writing by mail or email to [HOA@Armiva.com](mailto:HOA@Armiva.com) and provide your name, address, contact information and approval for ARMI to release your information to C.C.S. Powerwashing. ARMI will only release this information with your written approval. The vendor will contact you to schedule the work.

All agreements and payments are between the homeowner and the vendor. Manor Wood Estates/ARMI is working only to facilitate the discount arrangement between the Association and the vendor. The Vendor, C.C.S. Powerwashing, assumes all related liability for damage, accidents, its own negligence and the negligence of any subcontractor.



## Annual Membership Meeting

The Annual Membership meeting is **tentatively** scheduled as below pending the status of the current health crisis and availability of the meeting location:

Date: July 14, 2020

Time: 7:00pm

Location: Howell Library 806 Lyons Blvd. Fredericksburg, VA 22406

**Notices and proxies to be mailed prior to the meeting.**

**Please check the Manor Wood page on the ARMI website at [armi-hoa.com](http://armi-hoa.com) regularly prior to the meeting or you may contact 540.347.1901 ext 117 for more information.**



Mailing Address:  
PO Box 3413  
Warrenton, VA 20188

Address:  
10 Rock Pointe Lane  
Warrenton, VA 20186

Phone: 540.347.1901  
Fax: 540.347.1900  
E-Mail: [HOA@armiva.com](mailto:HOA@armiva.com)

Austin Realty Management & Investments, Inc has been a leading local provider of Association management for over twenty years. From financial management to architectural oversight, we're here to assist you in reaching the goals you've set for your community's future. We offer customized services to meet the needs of your Association with nationally certified managers and a staff of professionals ready to answer your questions and help homeowners navigate the often confusing world of living in a planned community.

We enjoy living in the area and operating a family owned business that provides quality service to the community. If we can be of assistance to you, please feel free to contact us.