

Orchard Valley Homeowners Association

TO: ALL MEMBERS
FROM: AMG MANAGEMENT GROUP, LLC
RE: NEW MANAGEMENT COMPANY

November 30, 2022

Dear Homeowner(s):

My name is Bill Lopina and I am the Owner/CEO of AMG Management Group, LLC. I am very excited that the Board of Directors for the Orchard Valley Homeowners Association has selected AMG to manage your community as of December 1st, 2022.

Both AMG and your Board of Directors want to make this transition as transparent as possible for the community. Below is very important information regarding the transition to AMG Management Group including payment options and registering yourself on AMG's community web portal:

- **PROPERTY MANAGER:** Katie Tamosiunas - k.tamosiunas@amgllc1.com
- **OFFICE INFO:** Office (815)744-6822; fax (815) 744-6872. Office hours M-F 8:30am to 4:30pm
- **AMG WEB PORTAL:** Members with email addresses on file with AMG, as provided by previous management company, will soon be sent an email with your portal registration ID and Password. Members who **do not** have an email on file will go to <https://portal.amgllc1.com> to register for the web portal after December 15th to obtain login credentials.
- **NEW MEMBER ACCOUNT #'s:** All Members will be given a new account number (to utilize with future payments) that will be included on future invoice statements, obtained by visiting the web portal or by contacting AMG directly at the number above.

***BEGINNING WITH THE 2023 ANNUAL ASSESSMENTS, ALL PAYMENTS ARE TO BE MADE PAYABLE TO ORCHARD VALLEY HOA AND SENT TO THE AMG LOCKBOX ADDRESS PROVIDED BELOW. MEMBERS HAVE THE ABILITY TO SIGN UP FOR SEVERAL PAYMENT PROGRAMS THROUGH THE WEB PORTAL INCLUDING THE FREE AUTO-DRAFT (ACH).**

PLEASE NOTE: IF SENDING LIVE CHECKS FOR YOUR ASSESSMENTS, or IF YOU CURRENTLY HAVE YOUR PERSONAL BANK PROCESS PAYMENTS ON YOUR BEHALF, PLEASE UPDATE THE LOCKBOX MAILING ADDRESS AND MAKE CHECKS PAYABLE TO:

ORCHARD VALLEY HOA
c/o AMG MANAGEMENT GROUP, LLC
P.O. BOX 98119
LAS VEGAS, NV 89193-8119

If you have any questions regarding this transition, please feel free to contact Katie Tamosiunas at (815) 744-6822.

Sincerely,



Bill Lopina - Owner/CEO
AMG Management Group, LLC