

HIGH TIDE

ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

Our Commitment:

High Tide Associates provides best in class service for our communities that is rooted in the philosophy of honesty, integrity, and respect. We enable the Communities and their Board of Directors to achieve its goals through this approach. This earned trust leads to long lasting relationships. In addition, our philosophy provides our employees with a challenging and rewarding environment in which to grow and succeed.

May 18, 2022

Dear Colony Owners,

High Tide Associates (HTA) is your property management company. We look forward to serving The Colony community with 25+ years of experience in regime property management.

We are very excited and confident that our service will meet your expectations as we have assembled a great team to manage the property. David Wells will be your new property manager. David is eager to begin working with the Board of Directors and all owners to work through the challenges facing The Colony.

If you have any questions, please call the office at 843-686-2241 or e-mail us at one of the e-mails in the cover letter.

Sometime in the near future you will be receiving a statement showing your balance due, plus June fees. If you notice any errors on the statement, please contact Cindy Horne in accounting at your earliest convenience. Later in June you will be receiving a coupon book for the remainder of the year. If you have signed up for ACH, you will not be receiving a coupon book.

David Wells

Property Manager

843.686.2241 ext. 104

E-mail – David@hightideassociates.com

Office Hours -- Monday – Friday 9 am – 4 pm

P.O. Box 7665 – Hilton Head Island, SC 29938

Fountain Center

55 New Orleans Road, Suite 211

Hilton Head Island, SC 29928

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THE COLONY HPR

AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS) ALL DIRECT DRAFT TRANSFERS WILL BE DRAWN ON OR AROUND THE 10TH OF THE MONTH OF WHICH IT IS DUE.

I (we) hereby authorize High Tide Associates (HTA), hereinafter called COMPANY, to initiate debit entries to my (our) checking or savings account indicated below at the depository financial institution named below, hereafter called DEPOSITORY, and to debit the same to such account. I (we) acknowledge that the origination of ACH transactions to my (our) account must comply with the provisions of U.S. law.

Your Banking Information:

Depository Name: _____ Branch: _____ (Bank Name)
(Location) City: _____ State: _____ Routing Number: _____
Account Number: _____ Checking Account _____ Savings Account _____

This authorization is to remain in full force and effect until COMPANY has received written notification from me (or either of us) of its termination in such time and in such manner as to afford COMPANY and DEPOSITORY a reasonable opportunity to act on it.

If you wish to stop direct draft you must notify High Tide Associates in writing, including the date you would like the services to be discontinued. Your Personal Information: (Please Print) Account Number (Example: ABC1234): _____

Name(s): _____ Phone Number: _____ day
_____ evening

Signature: _____ Date: _____

Signature: _____ Date: _____

**PLEASE ATTACH A VOIDED CHECK TO THE BOTTOM OF THIS
AUTHORIZATION FORM**

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THE COLONY HPR

Contact Information Sheet

If you have already done so, thank you. If you need to update, or if you have not sent your information to our office, please take a few moments and fill out the information requested below. This information is for regime business only should we need to reach you in the event of an emergency. You may return by mail, fax or email.

Villa #: _____

Name: _____

E-mail 1 _____ E-mail 2 _____

Mail address: _____

City: _____ State _____ Zip _____

Home Phone: _____ Work Phone: _____

Cell Phone: _____ Fax: _____

Emergency contact name: _____

Emergency contact number: _____

Who will be living in your unit if not the owner? _____

Is your unit a rental? _____ Yes _____ No

Rental Company: _____

Phone number: _____ Email: _____

Other Comments: _____

*****For your privacy, protection & security, we do not provide any owner contact information to any other party unless the individual owner provides written consent.***

David Wells
Property Manager / The Colony HPR
David@hightideassociates.com
Office 843 681-6146 Office Fax 843 686-2204