



Crockett Villas Addition HOA

January 6, 2016

RE: Crockett Villas Addition - Management Company Introduction/Welcome Letter

Dear Owner:

Effective January 1, 2016 JDH Association Management Company will be the new Managing Agent for Crockett Villas Addition Home Owners Association (HOA). I welcome you to the JDH family and look forward to working with each of you.

We have two offices and serve over 150 properties in the Houston and surrounding areas. Our corporate office is located in Channelview and may be reached at **281-457-5341** or toll free at **888-454-2108**, and the fax number is 281-457-5343. Our second office is located in The Woodlands and is reachable at **281-296-7000**. The fax number is **281-882-8086**. Office hours are from 8:30 a.m. to 5:00 p.m. Monday through Friday. We have a 24-hour answering service to take calls after regular business hours and, in the event of an emergency, the answering service will contact the manager on call.

We have attached a quick reference guide for making online payments. Your account number will be the numerical portion of your property address (at Crockett Villas Addition), the management ID is 3106 and the community ID is 831. You will receive statements monthly via email. For those owners who do not have an active email address, we will mail you a payment coupon book.

For your convenience, a community website is being established at **www.jdhamc.com**. Once available, you will be able to select your community from our list of properties and download items such as Deed Restrictions and other association documents, Annual Meeting information, etc.

For your convenience, a Homeowner Questionnaire is enclosed. Once your community website is functional, you may also fill out the Homeowner Questionnaire online at **www.jdhamc.com** by selecting your community and the Homeowners Questionnaire from the list of documents. Once completed, please e-mail your questionnaire to Toni Longoria at tonil@jdhamc.com, or you may email it to me or US Mail it to my attention at our Woodlands office. This information will update our transferred records with any changes that may have occurred to your household and will help us better serve you in the future.

As the Association Manager, I look forward to meeting and working with you. My contact information is below, and I welcome any of your suggestions or comments.

Cordially,

Mike Hughes

Association Manager

281-635-1033 (direct)

mikeh@jdhamc.com

JDH Association Management Co.

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