



WEST ARDEN HOMEOWNERS ASSOCIATION

Dear Homeowners,

The Board of Directors has contracted with our company to manage your Homeowners Association. It is our pleasure to be of service to you and your community as your Association Manager. Your Homeowners Association Assessment is due monthly. Please make your checks payable to WEST ARDEN HOA and mail to the address below:

**WEST ARDEN HOMEOWNERS ASSOCIATION
% HOA MANAGEMENT
P O BOX 32627
KNOXVILLE, TN 37930**

Please feel free to call us at anytime should you have questions or concerns regarding your community. We are here to assist you and your Board of Directors to insure the long-term success of your community. You may reach us by phoning our office at (865) 558-3030. Please explain the nature of your question or concern clearly and completely as possible. This will help us to handle your request accurately and to ensure a prompt response to your question or request. **Please remember to leave your name, address and phone number when leaving a message.**

HOA Management is here to serve you and your community to ensure your enjoyment of your common areas and most importantly, make sure your property values continue to grow and that West Arden becomes one of the premier communities in Knoxville.

Please feel free to call on us at **558-3030**, we are here to serve you.

Sincerely,

Jim Racek
Manager

Jill Racek
Co-Manager
Accounts Payable

Kelly Strickland
Accounts Receivable

Elise Strand
Maintenance
Collections

**120 SUBURBAN ROAD SUITE 103 KNOXVILLE, TN 37923
P O BOX 32627 KNOXVILLE, TN 37930 Phone (865)558-3030 FAX (865) 558-3017**