



Sign-up for the website today!

WWW.VALENCIAMANAGEMENTGROUP.COM

Website Sign Up Instructions:

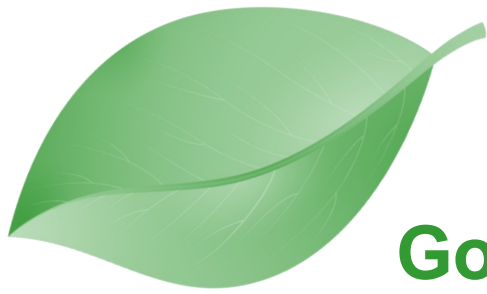
1. Visit your association's website or our website at WWW.VALENCIAMANAGEMENTGROUP.COM.
2. Click on "Sign Up" in the menu bar at the top right of the page.
3. You will need your account number, property address, and an email address to sign up.
4. You will receive an activation email. Please click the link in the email to activate your account.
*If you don't see the email please add messenger@valencia.management to your whitelist.

Our Website is Mobile Friendly!

Access all these great features at home or on-the-go.

- Access information anytime, anywhere
- Submit maintenance and information requests
- Receive important email announcements
- View newsletters in full color
- Download association documents for free
- **Manage your account**
 - ⇒ Pay assessments online
 - ⇒ See account balance & payment history

If you need assistance, please contact our office at (661) 295-9474 or email info@ValenciaMgmt.com



Go Green

Go Paperless

Visit our website at:

WWW.VALENCIAMANAGEMENTGROUP.COM

California law requires that the Association deliver to its homeowners certain notices and documents on a yearly basis. These include the Annual Budget, Year-End Financial Statement, and proposed and adopted rule changes. Homeowners are also entitled to receive notices of the Board Meetings and meeting agenda, special meeting notices, and other Association-wide announcements. The association sends these notices through the U.S. Mail, which continues to become more costly each year.

The **good news** is that the **law allows** you to elect to receive most of these **notices through email** in lieu of having them delivered through regular mail. You can create a positive impact just by choosing to get notices by email:

- Receive information quicker
- Reduce mailbox clutter
- Reduce Association printing & mailing costs
- Save trees and the environment

Why sign up for Electronic Distribution?

Every time we can save paper, printing, and postage costs, both the association and its owners save money that can be used to reduce monthly assessments and improve services. The savings generally amounts at least \$15 per homeowner annually.

Not only that, we can help the environment by reducing the amount of paper we use.

Will I still receive anything by paper?

Yes, unfortunately some items cannot be sent electronically. These include items such as, but not limited to, annual voting ballots and billing notices.

How Do I sign up?

After activating your account, if you would like to sign up for Electronic Distribution click '**Go Green!**' in the menu bar at the top of the page. There you will find the information regarding Electronic Distribution. Follow the instructions in the box at the bottom of the page and in just a few clicks you will be all set!