

March 8, 2016

Transfer of Property Management

Dear Unit Owner,

We are pleased to inform you that **Sequel Development & Management, Inc.** has been selected by your board of directors to be the new property management company for Crestview Condominium Association. **The transition is effective April 1, 2016.**

Sequel has more than 20 years in the property management business with a very successful track record of turning around undermanaged communities. We look forward to working with the board of directors and to making improvements in the daily operation of your association while keeping costs and expenses down.

If you have any questions regarding building maintenance, please contact:

Peter Dolloff at 603-889-5160 x114 or Jan Hammond at ext 110.

Our phone system is automated.

Please leave one message and your call will be returned as soon as possible.

At this time, we are asking all unit owners to make condo fee payment of \$350.00 payable to Crestview Condominium Association. **Please mail all future payments to:**

Payable to: Crestview Condominium Association

c/o: Sequel Development & Management, Inc.

2 Knightsbridge Drive - Nashua, NH 03063

Please be aware with this transition, there will be no ach payments allowed and that the Pitera program will no longer be available.

If you have any questions regarding your account balance, please contact Laura Gramatikas in our customer service department at 603-889-5160 dial **x111** or email: AR@SequelNH.com. Sequel's office hours are Monday – Friday, 8:00am to 4:30pm. Our phone system is automated. Please leave a message and Laura will return your call as soon as possible.

As we move forward, we will keep you informed of all activities of the board and the resolution of any outstanding issues. Please feel free to contact our office if you have any questions or concerns. We look forward to a long and mutually beneficial relationship.

Sincerely,

Peter Dolloff /Jan Hammond
Property Managers