

Avian Forest Homeowners' Association, Inc.
Property Management Company (Community Management Association)

C/of Community Management Association
1465 Northside Drive, Suite 128
Atlanta GA 30318
404-835-9249

Although the Board of Directors is the governing body of Avian Forest for the community, a Professional Community Association Manager ensure that the community run smoothly. Community Association Manager manages the business operations of Avian Forest. There are a number of responsibilities that goes along with managing Avian Forest, including, but not limited to:

- ❖ Visiting the property seeking covenant violations monthly
- ❖ Developing budgets and **effective collection procedures**
- ❖ Managing the association's assets
- ❖ Assisting with maintenance activities and providing assistance to the Association Covenants Committee

Avian Forest is a covenant protected community. Please keep in mind that before you can make any modification to any exterior part of your home or on your property, you must first do the following:

- ❖ Obtain prior approval from the Avian Forest Board of Directors by submitting a completed modification request form along with sketches, photos and all required documentation.
- ❖ If you do not have a copy of the governing documents for your community (Declaration of Protective Covenants, Bylaws, Modification Forms, Design Guidelines etc.) please contact your assigned Community Association Manager **Marquita King at 404-835-9249** or e-mail mking@cmacommunities.com
- ❖ You may also visit your HOA website to print your covenants and bylaws www.avianforest-hoa.com with User Identification: avianforest and Password: birdsanctuary

Please note that your homeowner association dues of \$60.00 are due monthly on the first day of each month with a grace period of ten (10) days, there after the tenth day of each month a late fee will accrue.

You may choose to pay month by month, quarterly, half-yearly or yearly. If you have an outstanding balance on your association account, an invoice and demand letter will be sent to you and there after additional legal action will be taken.

**Please send your payments by check made payable to: Avian Forest Homeowner's Association, Inc.
c/o CMA P.O. Box 65851 Phoenix AZ 85082-5851**

You can also pay online at <https://cmacommunities.com> by clicking on the "Pay Dues" icon at the top right of the home page and following the prompts from there. There is a processing fee that the third-party vendor (E-Payment for Dues) charges for the convenience of paying on-line. If you need to set up a payment plan to pay any outstanding FEES, please contact **Marquita King 404-835-9249 email: mking@cmacommunities.com**