

**HOMEOWNER/TENANT  
IMPORTANT THINGS TO KNOW**

**COLLECTION OF DUES AND FEES:** The HOA Board of Directors will set a budget for the following calendar year in November as well as the dues and fees that will be required next year.

**Purpose of HOA Annual Dues and Quarterly Maintenance Fees**

HOA Annual Dues	Townhome Quarterly Maintenance Fees	Patio and Garden Home Quarterly Maintenance Fees
Maintenance and operation of clubhouse and pool.	Maintenance of landscape.	Maintenance of landscape.
Maintenance and operation of the community storage facility.	Maintenance and operation of the Townhome sprinkler system.	Replacement of eave lights bulbs.
Maintenance of Common Area landscape.	Water for the Townhome sprinkler system.	Management Fees for the HOA management agent.
Maintenance and operation of the Common Area sprinkler system.	Pest Control Services.	
Maintenance of Common Area fences.	Termite Control Services.	
Operating Expenses of HOA	Replacement of eave light bulbs.	
	Management Fees for the HOA management agent.	

For 2020:

HOA Annual Dues	\$660/Year
Townhome Maintenance Fees	\$300/Qtr. or \$1,900/Year
Patio/Garden Home Maintenance Fees	\$320/Qtr. or \$1,940/Year

The schedule of payments is:

	Due Date	Late Date	Late Fee
<b>Annual Dues</b>	January 1	January 10	\$5/day
<b>Maintenance Fees</b>	January 1	January 10	\$5/day
	April 1	April 10	\$5/day
	July 1	July 10	\$5/day
	October 1	October 10	\$5/day

A courtesy reminder notice should be sent out by Management EREM approximately one month preceding the payment due date.

Payments can be made online at the Management EREM portal through your account or can be mailed to the HOA at

Executive Real Estate Management  
3313 South Memorial Parkway  
Suite 127  
Huntsville, AL 35801  
(256)-880-1000

**Note:** For all official business transactions and HOA Board communication please use regular USPS mail sent to the above address or the following email address:

[manager@ereminc.com](mailto:manager@ereminc.com)

**HOMEOWNER/TENANT:** To ensure positive communication flow of information between the Management Company, the Board of Directors and the Homeowner or the residing tenant of each home, the Homeowner/Tenant must keep current their contact information with the Management Company. Contact information should include: phone number, mailing address and email address. This information will be protected from distribution, only used by the Management Company and the HOA Board.

**ANNUAL ASSOCIATION MEETING:** During First Quarter of each calendar year. Time and location will be announced.

**BOARD MEETINGS:** 6:00 PM 2nd Tuesday monthly at the Overland Cove Clubhouse.

**Note:** Overland Cove HOA Website:

<https://www.overlandcovehoa.com/>

There you can find copies of Covenants and By-laws, Board Meeting Minutes, Calendar of Events, Policies and Procedures (POP), as well as other important information relate to your HOA functions. This is the quickest and easiest way for you to find pertinent information about our neighborhood.

The Board strongly recommends you read all governing documents and seek clarity of these documents with the Board at monthly meetings or through email communication.

The success of the HOA is based upon the active participation of the Homeowners and residents with the Management Company (EREM) and the Board members.