

AMERI-TECH PROPERTY MANAGEMENT, INC.

Community Management Division

24701 US Highway 19 N
Suite 102
Clearwater, FL 33763
Telephone (727) 726-8000
Fax (727) 723-1101

December 8, 2015

Dear Lone Star Ranch Homeowner:

Re: New Management Company Named

We are pleased to announce that your Board of Directors has selected **AMERI-TECH PROPERTY MANAGEMENT** as your new management company. This change is effective **January 1, 2016**. Our office address and telephone number are shown above. Our office hours are Monday-Friday 9:00 AM to 5:00 PM. For emergencies we can be reached at our main number (727) 726-8000 24 hours, 7-days per week.

As you know, Lone Star Ranch HOA is a deed restricted community. This means that there are certain Rules and Regulations each resident has agreed to abide by in order to maintain the value, integrity and preservation of the community. It is the function of Ameri-Tech Property Management to assist your Board of Directors in communicating and enforcing these Rules and Regulations, as well as the Association's Bylaws. If you would like a copy of the Rules and Restrictions, a set can be provided to you at no charge. If you want a full set of documents, contact our office and we will provide them for the cost of postage and copies.

AFFECT ON ASSOCIATION PAYMENT PROCEDURES

Payments

Please stop using (and discard) your old coupon booklet effective immediately. New 2016 coupon booklets will be mailed to each homeowner.

Auto pay

If you are currently enrolled in the auto pay program, you will need to re-enroll with BB & T. If you would like to set up auto pay (ASSOCIATION PAY), please use the form in the coupon booklet. You will simply fill out the form, attach a voided check and return to BB&T Bank. Forms must be at BB&T Bank by the 20th of the month in order to draft the following month. Your payment will then be automatically debited from your checking account on the 3rd day of the month that each payment is due.

Manual checks will need to be sent with the coupons for the January payment. Please contact your prior management company to ensure that your auto pay has been canceled.

Online bill paying service

If you use an online bill paying service and therefore cannot enclose a coupon with the "electronic check," it is your responsibility to assure that the check is **payable to your association Lone Star Ranch HOA Inc.** and that it includes your name and the bill pay account number to insure timely and proper credit to your account. The information is located on the 4th page of your coupon booklet. If you are currently using online bill pay, please verify payments are being mailed to PO Box 628207, Orlando, FL 32862 and **not the prior management company.**

If you have any questions, please free to contact us. We look forward to meeting each of you at the next Board meeting, and look forward to serving your community management needs.

Sincerely,

Giancarlo Gonzalez

Giancarlo Gonzalez, LCAM
AMERI-TECH PROPERTY MANAGEMENT, INC.