

# Two Worlds of Columbus Condominium Owners Association Welcome Packet

**MAINTENANCE FEE:** Payment of \$175.00 is due by the first of each month. Any payment received after 8:00 pm on the fifth of the month is assessed a \$50.00 late fee. Fee payments must be placed in the clubhouse office door slot, mailed, or made electronically into our bank account from your financial institution. A form is provided for you to take to your financial institution or for you to enroll Two Worlds as a payee in your online account.

## **PLEASE COMPLETE AND RETURN TO THE OFFICE**

1. Resident information form
2. Parking decal request form

## **PLEASE READ AND RETAIN**

1. Declaration
2. Bylaws
3. Rules and Regulations
4. Clubhouse Rules

## **FOR YOUR INFORMATION**

1. Community Map
2. Maintenance responsibility information
3. Suggested service personnel
4. Storage Shed compliance information
5. Two Worlds Board and Homeowner Meeting Dates
6. Board of Directors contact information
7. Two Worlds Committees
8. Direct Deposit Information to provide your financial institution

## **COMPLETE AND RETURN TO THE OFFICE AS NEEDED**

1. Maintenance Request Form
2. Homeowner Agenda Request Form

## **REFER TO THE WEBSITE [twoworldscondos.com](http://twoworldscondos.com) FOR**

1. Additional copies of governing documents
2. Additional copies of request forms
3. Board member contact information
4. Board and homeowner meeting dates