**CAMBRIDGE PLACE OF ORLAND PARK TOWNHOUSE ASSOCIATION**

**ORLAND PARK, IL**

Welcome to the Cambridge Place of Orland Park Townhouse Association. We hope that you enjoy living in your new community. The Board of Directors take great pride in keeping the association looking pristine, so owners are proud to live here.

At your closing you should have received the association Declarations, Bylaws and Rules and Regulations. We encourage you read them so you can familiarize yourself with how the association runs.

You should have received an assessment coupon book at closing from the seller so you can pay your monthly assessments. If you did not, then please contact our Community Manager, Debbie Walczak at: debbie@advancedproperty.us or call 708-532-4600 and she will provide you with the association code and your account number. There are many ways you can pay your assessments. You can mail a check, pay online and through direct debit. If you choose direct debit, there is a direct debit form on the Cambridge Townhouse website. Please complete the form, attach a check and email to Debbie or mail to: Advanced Property Specialists, Inc., 25885 South Ridgeland, Suite 6, Monee, IL 60449. Your account must be current before we can begin the process.

Here are some suggestions when purchasing your new home to help with the transition.

* Please visit Orland Park Village Hall to purchase your new vehicle sticker. This must be done within 30 days of your closing.
* Contact the water department, gas company and electric company to make sure the utilities are in your name.
* Contact the Orland Park Post Office to have your mailbox lock changed. If the Post Office will not change the lock, then you will need to hire a locksmith.
* If you install an alarm within your home, please register with the Village of Orland Park.
* Please make sure that your insurance is current on your new home and know that you need to purchase a condo insurance policy HO-6. The management company needs to receive a copy of your updated policy as it renews each year.

We look forward to meeting you at our next homeowner meeting.

Regards,

Sharon Paladino, Marge McNamara and Lynn Chesters

Cambridge Place of Orland Park Townhouse Association Board of Directors