



Willoway Condominium Association

801 West Long Lake, Bloomfield, MI 48302—www.willowaycondo.com

Dear Co-owner,

Congratulations on your recent purchase in the Willoway Condominium Association. We are happy to have you in our community and look forward to meeting you in person.

After your purchase/closing, you may be overwhelmed with paperwork but we would like to share some information we hope you will find helpful as you move into the Willoway community.

Willoway is professionally managed by **Association Management, Inc. (AMI) 586-739-6001, www.amicondos.com and Jim Dafoe, our Community Manager—jdafoe@amicondos.com**. Once the deed has been recorded with the county, you will receive information from AMI Management Company regarding payment of the monthly Home Owner Association (HOA) fees. HOA fees are handled through AMI Management Company. Because the recording of the deed may take some time, you might want to contact AMI Management Company to arrange for payment coupons or ACH deduction before the deed is recorded.

Living in a condominium environment requires some guidelines to allow everyone to live peacefully in our shared community. Please make sure you read and understand the Rules & Regulations for our community. If the previous owner did not leave you a copy of the Governing Documents or the Rules & Regulations, they can be found on our website (**[willowaycondo.com](http://www.willowaycondo.com)**) or by contacting AMI Management Company (ami@amicondos.com). Our website also contains helpful information such as forms, Modification Requests, Board information, etc.

The Board of Directors is here to serve the Residents of Willoway. Issues, concern suggestions are best addressed through AMI Management Company. You may occasionally receive email notices/information from willowayboard@gmail.com. Please note, this email is NOT regularly monitored for incoming emails and should NOT be used for concerns, requests and work order requests. All correspondence should go through AMI Management Company (**586-739-6001, ami@amicondos.com**) or our AMI Community Manager, **Jim Dafoe (jdafoe@amicondos.com)**. The AMI phone (585-739-6001) is answered 24/7 for emergencies threatening life, health or property.

Again, welcome to Willoway! We look forward to meeting you around the beautiful grounds of the Willoway community.

Sincerely,

The Willoway Board of Directors and Jim Dafoe, AMI Community Manager

Willoway Condominium Association
Jim Dafoe, Community Manager, AMI Management

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586-739-6001

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