



Willoway Condominium Association

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

Dear Resident,

Welcome to the Willoway Community. We are happy to have you in our community and hope you enjoy living here as much as we do.

Enclosed you will find some information regarding our community that we hope you will find helpful. You can also find other helpful information on our website (**www.willowaycondo.com**).

Willoway is professionally managed by **Association Management, Inc. (AMI) 586-739-6001, www.amicondos.com and Jim Dafoe, our Community Manager—jdafoe@amicondos.com**. Due to legal requirements, AMI Management can only take maintenance/work requests from a Co-owner. Please contact your landlord regarding maintenance issues or concerns. If the issue is in a Common Area (hallway, basement, grounds), involves a hot water heater or is an emergency threatening life, health or property, please contact AMI Management Company directly at 586-739-6001. This line is active 24/7. You may also email at ami@amicondos.com. Please remember, if the issue is inside your Unit, you must contact your landlord.

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. 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 your landlord who can then contact AMI Management Company (**586-739-6001, ami@amicondos.com**) or our AMI Community Manager, **Jim Dafoe (jdafoe@amicondos.com)**. The AMI phone number (586-739-6001) 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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