

HIGH TIDE

ASSOCIATES

Real Estate Services • Brokerage • Regime & Association Property Management

Our Commitment:

High Tide Associates provides best in class service for our communities that is rooted in the philosophy of honesty, integrity, and respect. We enable the Communities and their Board of Directors to achieve its goals through this approach. This earned trust leads to long lasting relationships. In addition, our philosophy provides our employees with a challenging and rewarding environment in which to grow and succeed.

Dear Atlantic Pointe Owners,

We are pleased to announce that High Tide Associates (HTA) is your property management company. We look forward to serving the Atlantic Pointe community with 25+ years of experience in regime property management.

We are very excited and confident that our service will meet your expectations as we have assembled a great team to manage the property. Ronda Durham is your property manager. Ronda is eager to work with the Board of Directors and all owners to work through the challenges facing Atlantic Pointe.

Please visit our Website at <https://hightideassociates.com> for all Governing Documents (i.e., Master Deed, Bylaws, Rules and Regulations, etc.) and carefully review all documents in full. If you have any questions, please call the office at 843-686-2241 or e-mail us at one of the e-mails in the cover letter.

Ronda Durham- Property Manager

843.686.2241 ext. 108

Cell: 843-295-8763

E-mail – Ronda@hightideassociates.com

Laloni Wikel – Assistant Manager

843-681-6154

E-mail- Laloni@hightideassociates.com

Naryi Escudero – Financial Department

843-686-2241 ext. 103

E-mail- Naryi@hightideassociates.com

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ATLANTIC POINTE

CONTACT INFORMATION FORM

Owner Name: _____

Mailing Address: _____

Unit: _____

Phone: Home: _____ Cell Phone: _____

Cell: _____ Work: _____

Email: _____ 2nd Email: _____

Emergency Contact: Name: _____ Phone: _____

1. Do you live in unit? Y N

2. Do you rent your unit? Y N

3. If Yes, do you manage it yourself? Y N

4. If No, who is your Agent? _____ Management Co.: _____

Telephone: _____ Email: _____

5. List vehicles authorized to park on the property:

Year	Make	Model	Plate	State	Color
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Please complete and return this form as soon as possible:

Ronda Durham, Property Manager

High Tide Associates

POB 7665

Hilton Head Is., SC 29938

HIS AUTHORIZATION FORM

P.O. Box 7665 • Hilton Head Island, SC 29938 • Phone 843-686-2241 • Fax 843-686-2204 •
www.htausa.com

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ATLANTIC POINTE

AUTHORIZATION AGREEMENT FOR DIRECT PAYMENTS (ACH DEBITS) ALL DIRECT DRAFT TRANSFERS WILL BE DRAWN ON OR AROUND THE 10TH OF THE MONTH OF WHICH IT IS DUE.

I (we) hereby authorize High Tide Associates (HTA), hereinafter called **COMPANY**, to initiate debit entries to my (our) checking or savings account indicated below at the depository financial institution named below, hereafter called **DEPOSITORY**, and to debit the same to such account. I (we) acknowledge that the origination of **ACH** transactions to my (our) account must comply with the provisions of U.S. law.

Your Banking Information:

Depository Name (Bank Name): _____ Branch: _____ (Location)

City: _____ State: _____ Checking Acct.: _____ Savings Acct.: _____

Routing Number: _____ Account Number: _____

This authorization is to remain in full force and effect until **COMPANY** has received written notification from me (or either of us) of its termination in such time and in such manner as to afford **COMPANY** and **DEPOSITORY** a reasonable opportunity to act on it.

If you wish to stop direct draft you **must** notify High Tide Associates in **writing**, including the date you would like the services to be discontinued. Your Personal Information: (Please Print)

Account Number: (Example:AP123) : _____

Name(s): _____

Phone Number: _____ day _____ evening

Signature: _____ Date: _____

Signature: _____ Date: _____

PLEASE ATTACH A VOIDED CHECK TO THE BOTTOM OF THIS AUTHORIZATION FORM