

Dear Property Owner

The Bear Lake RV Park Property Owners Association, Inc., Board of Directors will be moving to a web based accounting system that will allow the association to save approximately ½ of the annual \$6,150 accounting fee we currently pay for these services.

The new system has the ability for each property owner to download an app to their android or apple device. This app will provide you with a minimum of the following:

- The current status of your account
- Ability to pay your annual maintenance fees through the app
- Enhanced communication capability from the Board of Directors
- Submit requests for architectural and control projects on your property

In preparation to the switch over to this new system, the Board needs the following current information to complete a smooth transition:

- First and last names of the legal owner of the property as identified on the deed recorded at the county. If more than one name, provide all names or if held in a trust provide the name of the trust
- If more than one owner, designate one or two individuals who will be primarily responsible for payment of maintenance fees
- Current permanent address (street, city, state, zip code) where primary individuals reside
- Telephone numbers you wish to use and indicate whether a mobile, business, landline
- E-mail address for the primary owner where communication will be sent. Two e-mail addresses can be accommodated.

Please provide this information to Bruce Burdick at bruce@udaco.net no later than June 30, 2020. Thank you for your attention to this request.