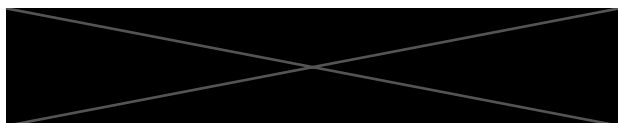




Orchard Valley Homeowners Association
c/o Red Leaf HOA Management
PO Box 536
Grand Junction, CO 81502

May 1, 2026



Dear ,

We are happy to announce that Red Leaf HOA Management has recently been engaged to help manage the Orchard Valley Homeowners Association! As we settle into our new relationship, please use this letter as a quick reference.

The management company's role is to assist the Board in carrying out the day-to-day operations of the association. Our office is responsible for overseeing the day-to-day operation of your Association, collecting maintenance fees, paying bills, and managing contractors and maintenance services. Additionally, we have been asked to assist the Board in administrative details, handling resident and owner correspondence, violations, service requests, etc.

As your community management team, we are available to assist you with any questions you may have about your community, including payment information, balance inquiries, maintenance, or other details about your community. You may contact us at (970) 713-0340, or support@redleafhoa.com.

All mail correspondence including mailed dues payments (make checks payable to Orchard Valley HOA) should be mailed to:

Orchard Valley Homeowners Association
c/o Red Leaf HOA Management
PO Box 536
Grand Junction, CO 81502

If we have your email address on record, we will send you an invitation to our online portal soon. The portal gives you access to more information about your community, and allows for online payments of your assessments. If we don't have your email address (if you don't receive an introduction email), you can call or email us (see our contact info above). We will be in touch soon with any further information you may need.

The Orchard Valley HOA Board of Directors wants to remind you that in purchasing a home within the HOA, you must abide by the Covenants, Conditions and Restrictions (CC&Rs) which govern your HOA. You can find the CC&Rs on the Orchard Valley HOA website (orchardvalleyhoa.com/hoa-meetings) and your Red Leaf portal when it is completed. Red Leaf will be doing regular inspections to ensure compliance.

The Red Leaf team looks forward to serving your community! Please contact us if you have any questions or concerns.

Sincerely,
Robert Booth
Red Leaf HOA Management
(970) 713-0340