

Dear New Homeowner:

Congratulations on the purchase of your new home located in Ironwood Heights Homeowners Association.

As the management agent for your Homeowners Association, Desert Resort Management is responsible for the management of the common areas, as well as the bookkeeping, budget preparation, collection of monthly assessments and payment of Association bills. We will do our best to provide quality maintenance at the lowest cost to the Association thus optimizing the enjoyment of your home.

Enclosed you will find Rules & Regulations and a coupon book for your convenience in paying your Association dues. The assessments are due and payable on the first of each month, in advance. Payments not received by the 15th will receive a 10% late charge. Any questions regarding your account should be directed to the Accounting Department at Desert Resort Management, P.O. Box 14387, Palm Desert, CA 92255-4387 or call (760) 346-1161.

Your Association is governed by a five member Board of Directors.
The Board members are:

David Shatz	President
Richard Sanchez	Vice President
Meg Doolittle	Secretary
Bob Ziegler	Treasurer
Janet Wagnild	Director

In order to be able to make any change, alteration, and or addition to the exterior of your home and or grounds, you must submit a written request to the Architectural Review Committee. To assist you in making such a request we have developed the attached forms to be completed by you and returned to the management office at the above address. The Architectural Review Committee will respond within thirty days.

Trash at Ironwood is picked up on Thursday except that during a holiday week, trash is picked up a day late. Trash is to be placed in the trash closet located at the front walkway to your home. Trash is NOT to be placed out on the curb.

If you have questions about the above services or any common area maintenance requests, please call Desert Resort Management. Desert Resort Management maintains a 24 hour emergency answering service for your convenience. Our number is (760) 346-1161.

I look forward to assisting you in the enjoyment of your home at Ironwood and to meeting you personally.

Sincerely,

Nancy Parkinson

Nancy Parkinson, CCAM®
Community Association Manager