



JULY - DECEMBER 2023 PARKING PASS DISTRIBUTION

May 31, 2023

Residents of Arbor West Homeowners Association

Re: Arbor West 2023 Parking Distribution

Dear Resident(s):

We hope that you are having an amazing Spring as we jump into the Summer. The newly distributed passes will be effective July 1, 2023. Towing enforcement for the hangtags will start at midnight on the night of **Wednesday, July 5, 2023**. Just a reminder, **Towing will be enforced Sunday – Thursday from midnight – 6:00am and Friday & Saturday from 2:00am – 6:00am.**

Owners in garaged homes that are current on their assessments will receive one hangtag. Owners in non-garaged homes that are current on their assessments will receive 3 hangtags. **A limited number of additional passes will be available for purchase. The additional passes are \$25 and will be good from July – December 2023.** Please let us know when you are scheduling your pickup appointment if you would like to purchase an additional pass. The \$25 charge will be added to your assessment account. No other form of payment will be accepted.

Distribution will take place at the **Quality 1 Property Management office: 9420 Annapolis Road #105 Lanham, MD 20706**. Appointments for pickup can be scheduled Monday – Thursday from 9:00am – 4:30pm and Fridays, from 9:00am – 12:00pm. To schedule a pickup appointment during business hours, please email Office@quality1propertymanagement.com with the subject “Arbor West Parking Pass Appointment” or call our office directly to schedule. **YOU MUST WEAR MASK FOR IN OFFICE VISITS.** It is important to be on time for your scheduled appointment so that we can limit the number of visitors in our office. We will have 2 after-hours pickup dates/times, see below. **The after-hour pickups will be at the community gazebo.**

12138 Central Avenue suite 863
Mitchellville, MD 20721(mailing address)

9420 Annapolis Road, suite 105
Lanham, Maryland 20706 (offices)

(240) 770-5381 voice; (240) 260-0755
office@quality1propertymanagement.com
www.Quality1PropertyManagement.com

You will NOT need an appointment to pick-up during after-hour times. You will need to show your driver's license for identification purposes.

Arbor West After-Hours Parking Distribution

- **Tuesday, June 13th 5:00pm – 7:00pm**
- **Saturday, June 17th 10:00am – 12:00pm**

Friendly reminder, assessments should be paid monthly to avoid any late fee or collection actions. Please do not wait to make a payment if your account is delinquent.

Should you have any questions, feel free to contact our office at (240) 770-5381 or via e-mail at Office@quality1propertymanagement.com.

Sincerely,

Ajee Alexander

Ajee Alexander
Community Manager

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