



1720 East Franklin Street  
Chapel Hill, NC 27514

Tel: 919.968.7226  
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[www.millhouseproperties.com](http://www.millhouseproperties.com)  
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We need your help to make sure your personal portal is up to date. You will receive an email when the new system is "live" from "no-reply@appfolio"; remember to check your junk mail. Visit us at [www.millhouseproperties.com](http://www.millhouseproperties.com) in January to see the new website and portal system.

Please fill out below and email or mail back to:

[hoa@millhouseproperties.com](mailto:hoa@millhouseproperties.com)

Mill House Properties

1720 East Franklin Street

Chapel Hill, NC 27514

Homeowner Name \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

Phone \_\_\_\_\_



**Mill House**  
p r o p e r t i e s

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December 1, 2019

Dear Weathersfield Service Group Homeowner:

The Weathersfield Homeowners Association (WSG HOA) Board of Directors has voted to increase the following assessments for Weathersfield homeowners starting January 1, 2020:

Monthly assessment for WSG to \$310.00 from \$290.00 per month

We would like to bring you some exciting news! Starting January 1, 2020, Mill House Properties (formerly Berkeley Property Management) will launch a new platform for homeowners to access crucial information about Weathersfield HOA and community. Each homeowner will have a personal portal through which you will have access to pay your assessments on line, submit a work order request, a landscape request form, a property modification form and find out what is happening in Weathersfield and the HOA by simply visiting the website.

To help us launch this new platform we need your information. We are asking that you please fill out and return the enclosed form, (email to [hoa@millhouseproperties.com](mailto:hoa@millhouseproperties.com) or US Mail, and please note our new mailing address). This will allow us to be sure your portal is set up with the most current information available. You will receive notice mid-January, 2020, from “no-reply@appfolio” when the system is live (be sure to check your spam file if you don’t see the email). Please return your form soon and visit [www.millhouseproperties.com](http://www.millhouseproperties.com) in January to check on your portal and start using all of the new technology we are now offering!

Questions? Please contact Mill House Properties at (919) 448-5150 (call or text) or send an e-mail to [hoa@millhouseproperties.com](mailto:hoa@millhouseproperties.com). If you have specific billing questions, please feel free to address them to Tara Lacara at [hoafinance@millhouseproperties.com](mailto:hoafinance@millhouseproperties.com).

Thank you,  
Patsy Smith  
Director of HOA Operations  
Mill House Properties  
[patsy@millhouseproperties.com](mailto:patsy@millhouseproperties.com)  
919-428-8205