

# Sunland Division 17 Owners Association Website

<https://sunlandnorthownersassociation.com/>

## Your On-Line Owner's Manual

The following are the nine tabs that are displayed across the top of each Division 17 website page, and a summary of the information available under each.

- **Home Page:** Welcome Message/Brief Introduction to Sunland North/Division 17 (*Note: There is also a **Repeating Panel** that is included here, and on every page, that shows Board meeting dates & provides "Quick Links" to most frequently accessed items.*)
- **About Us:** Who to contact about what—names and contact info for Board members; list of additional volunteer functions and each committee chair or coordinator; link to downloadable form for you to also volunteer; contact info for Accounting Services person (annual assessment payment); and contact info for the following separate but associated organizations: 1) Sunland Owners Association (SLOA), 2) Sunland Water District, and 3) Sunland Golf and Country Club;
- **Owner Info:** Introduction and links to key information needed by owners, including the board's meeting schedule, agendas and minutes, monthly financial reports, budget, and Reserve Studies; all Division 17 newsletters; how to request changes to your unit exterior or suggest landscape maintenance; etc.; links to our Governing Documents; and a link to the HOA Insurance Certificate.
- **Governing Documents:** Links to CC&Rs (Covenants, Conditions, and Restrictions), Bylaws, and Rules and Regulations, for Division 17 and for SLOA, since both apply to Division 17 owners; also, a short explanation of what each of these is and why they are so important.
- **Fees:** *Check with each organization directly, as fee schedules can change* – Applicable to owners are: (a) Sunland North/Division 17's yearly assessment; (b) SLOA's annual dues/assessment; (c) Sunland Water District charges for water and sewer services that they provide; and (d) Division 17's "HOA Unit Transfer Document Processing Fee," part of the closing costs when a unit is sold.
- **Forms (& Other Downloads):** Link to downloadable map of the Sunland North/Division 17 neighborhood; links to the forms that owners should use to (a) Request changes to the exterior of their unit, (b) Identify exterior maintenance needs, or (c) Flag landscape issues that may need attentions (these requests can then be logged and routed to the appropriate volunteer, and tracked to completion); Unit Transfer Form; Owner Contact Form; Sunland Division 17 Plat Map; etc.
- **FAQs:** Frequently asked questions about Sunland Owners Association (SLOA) and Sunland North/Division 17; particularly useful for new residents, potential new residents, and real estate agents.
- **Contact Us:** Sunland Division 17 contact information and electronic inquiry form (contact info also shown at the bottom of each of the Website pages); also repeats contact info for separate but associated organizations (see "About Us").
- **Photos:** A sampling of photos to help showcase our beautiful community and the Sequim area, neighborhood activities such as the annual holiday dinner, various volunteer work parties, and other special projects that have gone on throughout the year.