# Request for Updated Contact Information

Dear Residents and Homeowners of Potomac Greens:

Have you ever wondered how to get a replacement trash or recycle can, or a mailbox key? Or wondered, "When is the next board meeting"?

The Potomac Greens Home Owners Association Board of Directors recently established a Communications Committee to better share information with homeowners and residents, as appropriate, in a timely manner.

We want to know how to contact you, and develop improved ways to share community updates, emergency communications, metro development updates, meeting announcements and social updates.

*Your information will <u>not</u> be shared outside of the community or used for purposes other than to share information relevant to the neighborhood/HOA. We appreciate your assistance!!* 

~Your neighbors, the Communications Committee Laura Mondro, Chair, PG HOA Communications Committee Ron Lafond, At-Large Board Member and Committee Liaison

### **PG HOA Communications Committee Survey**

### Please submit the information below in one of the following ways:

- 1) Preferably, submit your updates via electronic form at: <u>https://goo.gl/forms/IFMUZc90YMmPefvK2</u>
- 2) You may also email your response to the Communications Committee: <u>comms@potomacgreenshoa.com</u>
- 3) Or, mail your form to Sentry Management at:

4401 Ford Avenue, Suite 1150 Alexandria, VA 22302

# Homeowners can also update their information directly on the Potomac Greens HOA Resident Login site hosted by Sentry:

https://accesssentrymgt.com/dx/sentrywp/index.html

### **Please include the following information:** Potomac Greens Property Address (including contact name):

Homeowners should always keep this portal updated and remember to "opt in" to receive email updates directly from Sentry.

Primary Mailing Address (if different):

# Email Address:

Mark One: 🗌 Renter

Homeowner

# How would you prefer to receive standard updates?

| Facebook                          | Email            |
|-----------------------------------|------------------|
| Twitter                           | Newsletter       |
| The Potomac Greens HOA            | All of the above |
| Website                           |                  |
| Other                             |                  |
| (ma and looling for your augresti | amall)           |

(we are looking for your suggestions!!)

Do you have any other suggestions or requests regarding neighborhood communication?