ACCELERATED ASSOCIATION MANAGEMENT COMPANY, LLC

Your Community. Our Commitment.
972-372-0752 · admin@acceleratedmgmt.com
www.acceleratedmgmt.com · 2651 Sagebrush Dr #104, Flower Mound, TX 75028

SERVICES & PRICING

Everything Your Community Needs, Under One Roof

From financial reporting to vendor management, we handle it all so your board can focus on what matters most: your community. Every service is customized to your association, done entirely in-house by our Flower Mound team, and covered by one transparent monthly fee — with no setup fees and no surprise invoices.

Request a Proposal: 972-372-0752

SERVICE OPTIONS

One Size Doesn't Fit All

Choose the level of support your board needs. Your community deserves a management plan as unique as your residents.

Full-Service Management

Day-to-day operations, handled for you.

- Assessment billing & collections
- Vendor supervision & contract management
- Board meeting preparation, attendance & follow-up
- Property inspections & covenant enforcement
- Budget development, reserve planning & insurance review
- Records management & architectural control coordination

Financial-Only Services

For boards that run operations themselves.

- Billing, collections & vendor compliance
- Monthly & annual financial reporting
- Optional HOA website & reserve study support

Self-Management Consulting

Expert guidance for self-managed associations.

- Budget planning & long-term strategy
- Vendor selection & RFP guidance
- Board training & Texas HOA law education
- Town hall hosting for community engagement

The Details

Financial Management

- All financial records, files & accounts maintained
- Monthly reconciliation; reports by the 15th
- Annual budget developed with board direction
- Year-end reports by January 15th
- CPA coordination for taxes & audits
- Annual insurance coverage review
- Real-time bank reconciliation

Association Affairs

- Public information & state/federal mandated reports
- Organized, accessible electronic files
- Assist with inspection of books & records
- Current owner roster with contact info
- All association mail & communications
- Prompt, accurate answers for homeowners

Covenant Enforcement

- Inspections every 10 to 14 days
- Professional violation notices
- Architectural review coordination
- Policy-based enforcement guidance

Vendor checks are cut every week, in-house, so your contractors are paid promptly and your community keeps moving.

ALL INCLUDED IN YOUR MONTHLY FEE — NO EXTRA CHARGES		
HOA / board portal	**Copies, postage, fax & scanning**	**Emergency & after-hours calls**
Smartwebs ACC/ARC processing	**Payment plan processing**	**NSF processing**
Invoice processing	**Document storage**	**Contractor negotiations**
Full resident customer service	**No setup or onboarding fees**	**Real-time financials**

Additional charges apply only for certified mail ($20, with board approval), the $35 delinquency fee per unit (billed only when the homeowner pays), and certain third-party pass-through costs such as lien filings. Every proposal is custom-quoted as one all-inclusive monthly fee based on your community's size and needs.

HOW WE COMPARE

More Value. Less Cost. No Surprises.

Many management companies charge extra for services we include as standard. **Red** marks items included in AAMC's monthly fee. Typical big-box pricing based on publicly available proposal data.

Service / fee item	AAMC	Typical big-box
Setup / onboarding fee	**No setup fee**	$250–$295
Technology / data storage	**Included**	$0.99/unit/month
Accounting & monthly billing	**Included**	$1.15/unit/month
Manager hourly rate	**Included**	$100/hour
Senior staff hourly	**Included**	$175/hour
Gate administration	**Included**	$100/month
Physical records storage	**Included**	$10/box/month
Records retrieval	**Included**	$20 + $5/box
Copies, envelopes & postage	**Included**	$0.30–$1.00/page + postage
Folding & stuffing	**Included**	$0.15/piece
Returned mail processing	**Included**	$10.00/item
Certified mail	$20 (board approved)	$25 per letter
Violation letters	**Included**	$2.00 + postage
E-courtesy notices	**Included**	$0.75 each
Late statement / reminder	**Included**	$3.50 each
First demand letter	**Included**	$20 each
Final demand letter	**Included**	$30 each
Intent to lien	**Included**	$60 each
Lien filing	$265	$200 each
Title search	$65	$100 each
Credit bureau filing	**Included**	$55 + tax
Payment plans	**Included**	$50/month
ARC applications (online / manual)	**Included**	$25 / $50 per application
Special assessment admin	**Included**	$2.50/unit/month
Project oversight	10% over $5,000	10% of project
After-hours meetings	$75 (over 2 hrs)	$300 + $100/hour
Payroll admin	**Included**	$400 min/month
1099 processing	**Included**	$30–$40 each
Vendor invoice processing	**Included**	$1.00/invoice
Management certificate	$32 + filing fee	$250 + filing fee
Management certificate review	**Included**	$50
Public information report	**Included**	$35
State compliance / franchise tax	**Included**	$250
Audit assistance	**Included**	$295
Corporate Transparency Act filing	**Included**	$495/year
Website (beyond portal)	**Included**	$40/month + setup
Homeowner appeal hearings	**Included**	$150/hearing
Court / deposition appearances	$75/hour	$150/hour
Playground inspection	**Included**	$400/year
Additional monthly inspections	**Included**	$150 each
New homeowner welcome	**Included**	$3 each
Hand delivery processing	**Included**	$22 each
Transition-out fee	**Included**	$500

TECHNOLOGY

Your Community, Connected

We use Smartwebs, a cloud-based community management platform, to keep your board informed, your homeowners engaged, and your operations running smoothly. Our operations are 100% paperless — organized, secure and accessible from any device.

For Your Board

- Approve invoices before payment
- Email homeowners directly
- Access real-time financials
- Review violations & ACC/ARC requests
- Monitor delinquency reports
- Manage documents electronically

For Homeowners

- Pay online by credit, debit or e-check
- Set up automatic payments
- Submit ACC/ARC requests digitally
- View account balance & history
- Receive community announcements
- Access association documents

Behind the Scenes

- Real-time bank reconciliation
- Automated delinquency tracking
- Violation & compliance management
- Vendor invoice management
- Secure document storage
- Reporting & analytics

SWITCHING TO AAMC

A Smooth, Stress-Free Transition

Switching management companies can feel daunting, but with AAMC it doesn't have to be. Our three-phase transition makes sure nothing falls through the cracks, your residents are informed, and your community runs smoothly from day one.

PHASE 1 Getting Started

- Collect financials, budget, vendor lists & delinquency history
- Review governing documents, contracts & insurance
- Collection policy presented for board approval
- Board transition orientation session
- Notify homeowners, vendors & insurance agents
- Welcome package sent to every homeowner

PHASE 2 Getting Organized

- Review financials & report any discrepancies
- Implement board-approved collections process
- Inventory facilities; set annual calendars
- Drive the property to set an enforcement baseline
- Smartwebs training for the board & users

PHASE 3 Up & Running

- Portal invitations & autopay setup help
- Weekly manager update reports begin
- First scheduled site inspection
- Policies reviewed against current law
- Board evaluates manager performance

Common Questions

What's included in the monthly fee?

Nearly everything: administration, financial management, full resident customer service, after-hours emergency calls, the Smartwebs portal, and copies, postage, fax and scanning. Additional charges apply only for certified mail (with board approval), the $35 delinquency fee (billed only when the homeowner pays), and certain third-party pass-through costs such as lien filings.

Are there setup or onboarding fees?

No. AAMC never charges setup or onboarding fees — we earn your business through service, not contracts.

How is the monthly fee set?

Every proposal is tailored to your community. Request a proposal and we'll quote one clear monthly fee that covers the complete service package.

Do you outsource any of the work?

No. Accounting, accounts payable and receivable, collections, financial reporting and homeowner communication are all handled in-house by our team in Flower Mound.

How quickly will you respond?

Every call and email is answered within 2 business days.

How does collections work?

Our proactive collections program recovers delinquent assessments quickly. Our $35 fee is only collected when the homeowner pays, so our incentives align with yours.

When are vendors paid?

Vendor checks are cut weekly, in-house, so your contractors are paid promptly.

Ready to Experience the AAMC Difference?

Tell us about your community and we'll prepare a proposal with transparent, all-inclusive pricing and your full fee comparison. References available upon request.

Email Us for a Proposal | **Call 972-372-0752**

Accelerated Association Management Company, LLC · 2651 Sagebrush Dr #104, Flower Mound, TX 75028 · Monday–Friday, 9am–5pm

Your community deserves a management partner who knows your name, answers your calls, and genuinely cares about where you live. That's the AAMC promise.