



Alliant Property Management, LLC
13831 Vector Ave
Fort Myers, FL 33907
239-454-1101
www.alliantproperty.com

January 18, 2024

Dear Association Member:

We are pleased to announce your Board of Directors recently selected Alliant Association Management to manage your community, Sunset Captiva Condominium Association, Inc., effective February 1, 2024.

Addi Harrison and her team will manage your association along with the entire support team of professionals on staff at Alliant. Your manager will be in constant contact with your Board of Directors and will oversee the operations of your community.

Our customer service team and management staff are available to assist you with all your association needs. Our service team can be reached at 239-454-1101 or through our website at www.alliantproperty.com. Our office doors are currently open Monday - Friday, 9:00 a.m. - 3:00 p.m. Our in-house call center answers phones Monday - Thursday, 8:45 a.m. - 4:00 p.m., and Friday, 9:00 a.m. - 3:00 p.m. However, in the case of an emergency regarding any common areas within your community, we are available 24 hours a day, 7 days a week, by calling the same number and you will be prompted to reach our emergency call center representatives if after business hours. Naturally, if the emergency is a fire or threat of personal injury, power outage, etc. you should contact the appropriate local agency or call 911.

Monthly Assessments

Your assessment fee is always due on or before the first day of each month. Please keep in mind it is important that your fees are paid in a timely manner to ensure the smooth operation of your association and to avoid late charges and penalties.

Your next assessment in the total amount of \$2,947 (\$2,562 maintenance + \$385 amenities) is due February 1, 2024. Please make your payment by check payable to Sunset Captiva Condominium Association, Inc.. Your check can be mailed to or dropped off at the Alliant address above.

In the near future you should receive a coupon booklet from Western Alliance Bank to pay future assessments. Instructions for payment options will be outlined in the coupon booklet (check, ACH, credit card, bill pay, etc.).

ACH payments can be set up upon receipt of your coupon booklet. Please use this letter as a reference and utilize the directions below to set up your ACH:

- Go to the website for Western Alliance Bank: <https://pay.allianceassociationbank.com/Home>.
- Once you are on this page you will want to create a user ID by selecting the "Set-Up Account" green button in the middle of the page. It will ask for you to create a user with a password and security questions. Once this is complete it will bring you to a new screen.
- On the top of the screen you will see a selection "Set-up Scheduled Payments"; click on this. It will ask you to add a property, click on the "add property" tab. You will need the below information, once added you will push "add property", this will link your property to your profile.
 - Mgmt Company ID : 7811
 - Association ID: SCCA
 - Property Account Number: XXXXXXXX (this will be provided in your booklet)
- Next you will select a payment method, the monthly amount for your property, and the date you want it to start (i.e., 3/1/24).

Enclosed please find an Owner Contact Information form. Please take a moment to fill this out and send it back to us if you feel any updates need to be made. On the Owner Contact Information Form there is an opportunity to “opt-in” to receive email correspondence rather than US Mail.

If you would like to contact the association in writing with comments, complaints or any other association matter please address to your community association board of directors and mail to Alliant Association Management at the following address:

Sunset Captiva Condominium Association, Inc.
C/o Alliant Association Management
13831 Vector Ave
Fort Myers, FL 33907

We are proud to be part of Sunset Captiva Condo and look forward to serving you. Thank you for choosing Alliant Association Management.

Very truly yours,
John M. Strohm, CEO