

Welcome to the Hills Highlands!

Dear Homeowner(s):

We welcome you to the Hills Highlands Master Association! The Association is managed by Access Property Management. The Management office which is located inside the Clubhouse on Hansom Road remains closed to the public. Our phone number is (908) 781-1930.

"HHMA" has a website that is a very useful source of information about living at the Hills Highlands. The purpose of the website is to improve communications with our residents, and allow quick and easy access to information, as well as, know what is happening in our community.

Homeowners have access to the monthly minutes, the governing documents, and financials. To access these documents, Owners must log into the website, www.hillshighlands.com using a user name and login. Owners will receive email blasts regarding important community news.

- ◆ **User Profile:** Your user profile contains the information about your identity, as well as, any information about yourself that you are willing to share with other Owners in the HHMA community. Any information entered here will display in the address book for other logged-in Owners to look up, except your login name, password, and security level. Owners can choose to "hide" their personal information.

Owners may change any of their personal information, including login name and password, by logging in and clicking "User Profile".

- ◆ **Minutes and Financials:** Owners of Hills Highlands Master Association have access to Open Board of Trustees Meeting minutes, Governing Documents, and monthly Financials.

Website visitors including tenants who rent a unit within HHMA have access to the information listed below.

- ◆ **Recent Announcements:** Here you can find the latest community announcements.
- ◆ **Boards & Committees:** These are listings of all Trustees and Committees within the community.
- ◆ **Frequently Used Documents:** Community documents are displayed in this area.
- ◆ **Calendar:** This displays a monthly view of all events (when applicable).
- ◆ **Amenities:** Information and photos about the HHMA facilities and amenities.
- ◆ **Resources:** This is a categorized list of interesting websites & helpful resources.

Warmest Regards,

The Managing Agents for the Hills Highlands Master Association