

[Date]

[Homeowner Name]
[Homeowner Address]
[City, State, Zip Code]

RE: Notice of Merger between [HOA Name A] and [HOA Name B]

Dear Homeowner,

This letter serves as official notification that the Board of Directors of [Current HOA Name] has reached an agreement to merge with [Merging HOA Name], effective [Effective Date].

The primary goal of this merger is to consolidate resources, reduce administrative overhead, and enhance the overall management of our shared community facilities. By joining forces, we aim to provide more efficient services and maintain the long-term value of our neighborhood.

What this means for you:

- **New Association Name:** The combined entity will operate under the name [New HOA Name].
- **Dues and Assessments:** Starting [Date], your monthly/annual dues will be \$[Amount]. Please update your payment records accordingly.
- **Rules and Regulations:** A unified set of Covenants, Conditions, and Restrictions (CC&Rs) has been adopted. A copy is enclosed for your review.
- **Board Representation:** The new Board of Directors will consist of members from both previous associations until the next general election.

We invite all homeowners to attend a Town Hall meeting on [Date] at [Time] at [Location/Link] to discuss the merger and answer any questions you may have.

If you have immediate questions, please contact the management office at [Phone Number] or via email at [Email Address].

Sincerely,

The Board of Directors
[Current HOA Name]