



Dear Homeowners,

We are proud to announce that the Board of Directors has selected Folio Association Management to provide professional community association management services as of January 1st. At Folio, we are committed to providing excellent service and enhancing the overall living experience for all residents. With our dedicated team of professionals and proven track record in community management, we are confident that we can contribute positively to the well-being and functionality of Stanton House Association, Inc.

*Please note that we are building your community database and inputting your new information. Transitions to Folio Association Management can take up to 90 days to accurately reflect on your account.*

#### **How to Contact Us**

Telephone: **813-993-4000**

Email: **manager@stantonhousecondo.com**

Office Address: **12906 Tampa Oaks Blvd. Ste 100., Temple Terrace, FL 33637**

#### **Online Portal:**

The Association utilizes an online system to keep the neighborhood informed of special events, updates, and announcements. You will also find digital copies of the By-Laws and Declaration(s), as well as forms for submitting architectural changes, making online payments, meeting minutes, and much more. To register and log in to your owner portal, you will need your account number to register. Please go to [www.myfolioaccount.com](http://www.myfolioaccount.com) Please click the Register Button and submit your information. Once your information is verified, you will receive an email notifying you. To log in to your Account, enter your Email Address and Password in the fields provided. When you have successfully logged into your owner portal, you must update your information to keep our records current. This includes an up-to-date email address and telephone number. You are also welcome to scan the code below to download our app.



# **Payment Options**

## **By Mail**

You can mail your payment for your assessments by sending your payment coupon and a check to the following address:

**Stanton House Association, inc.**  
**c/o Folio Association Management**  
**PO BOX 25473**  
**Tampa, FL 33622-5473**

**You will need to include one check per property address please, as well as your payment coupon and reference your address in the memo line of each check.**

## **Bill Pay**

You can set up Bill Pay through your bank by providing them with the following information:

**Payee Name:** Association Name (listed on your coupon)

**Payee Address:** c/o Folio Association Management, PO Box 25473, Tampa, FL 33622-5473

Please make sure the address of your property is on the check.

## **Online Payment**

You can make Online payments using either credit cards or e-check through your homeowner portal at [www.myfolioaccount.com](http://www.myfolioaccount.com) to create a user account. You will need to "Register" and complete the information required to gain access to your Online account. Once registered and approved, you will receive a password via mail and will be ready to make Online payments.

- Recurring or One-time: Debit/Credit Card – through Payabli (Service fee of 3.25% of payment amount)
- One-time: E-Check – through Payabli (Service fee of \$2.99)
- Recurring: E-Check – through Payabli (Service fee of \$1.99)

## **Hours of Operation**

Folio Association Management is open Monday through Friday from 8:00 am-5:00 pm (est).

We are closed on weekends and Federal holidays.