



Forest by the Sea

1200 St. Joseph Street, #75, Carolina Beach, NC 28428

To: Forest By The Sea Homeowners

From: FBTS Board of Directors

Welcome to Forest By The Sea. The information attached will help get you acquainted with our guidelines and rules. Please contact our Financial and Administrative Coordinator if you have any questions regarding the monthly assessment, insurance, community events or have any comments or concerns. The Office can be reached at info@forestbytheseahoa.com or our community line 1-800-884-8490.

Our Property Manager, Lynn Williamson, can be reached at 458-9576. If he is not available, please leave a message and your call will be returned as soon as possible.

Forest By The Sea now has a website. Please visit www.ForestByTheSeaHOA.com for Property News, updates, and Board member information. Please email us at info@forestbytheseahoa.com if you have any suggestions for the website. The site is a work in progress. It will also feature a copy of the Rules and Regulations, as well as the Bylaws and Covenants for FBTS.

The following are local numbers that might be helpful:

Electric - Progress Energy	1-800-452-2777
Telephone - Bell South	780-2355
Cable - Charter Communications	1-800-955-7766
Water & Refuse	458-2983
Carolina Beach Police Dept.	458-2540
Carolina Beach Fire Dept.	458-8200
N. H. County Emergency Services	911

Our pest control company representative comes to Forest By The Sea on the second Monday of each month. They treat the outside of the buildings. Should you have a pest problem contact the office and a date will be set to treat your specific problem. It is your responsibility to provide a key to the Property Manager for access to your home by the exterminator or be there to let him in. They will not enter a home with a dog present if someone is not there.

Your trash & recycle containers should be placed curbside no earlier than Sunday evening for an early morning pick up on Monday. They do pick up on holidays that fall on a Monday except for Christmas.

Homeowner's monthly assessments are due and payable on the first day of each month. A \$25 late fee is assessed if not received by the 10th. Mail your payments to: Forest By The Sea, 1200 St. Joseph Street #75, Carolina Beach 28428 or put it in the black box marked #75 located at the end of the mailboxes.

Last Review: 04/09