



PRINCE GEORGE'S COUNTY GOVERNMENT

OFFICE OF COMMUNITY RELATIONS

Rushern L. Baker, III
County Executive

November 29, 2011

Dear Common Ownership Community:

Please find the enclosed form to register your association with the Prince George's County Government, Office of Community Relations. In accordance with CB-15-2007 your association is required to identify your elected leadership and managing agent.

When completing the form, please note the second line that requests the street address or street name at the main entrance of the community, which will help determine the exact location of each community. Also, we are requesting that you designate a contact person for the association whose name will be considered public information.

Our office is responsible for providing educational opportunities for common ownership communities. This includes, but is not limited to, offering board and member trainings, as well as County-wide workshops. Our next workshop, focusing on collections and assessments, will be held March 10, 2012, at the Prince George's County Sports and Learning Complex, 8001 Sheriff Road, Landover, Maryland.

During the storm this past September, the lower level of the County Administration Building was flooded, which included the Prince George's County land records homeowners' depository. We suggest that you or your managing agent contact Land Records to determine if your records were lost and need to be replaced. The HOA Act Section 11B-112 (c) requires that certain documents be filed in the depository and, if they are not, these documents are unenforceable. Again, please note that this only applies to homeowner associations. If you have questions or concerns regarding this matter, please call Stephanie Beckett on 301-952-3352.

Please return the enclosed registration form by December 31 to the Prince George's County, Office of Community Relations, Common Ownership Communities, 14741 Governor Oden Bowie Drive, Suite L-202, Upper Marlboro, Maryland 20772. You may contact our office on 301-952-4729 or email COC@co.pg.md.us

Thank you for your cooperation. We look forward to working with you in 2012 as we continue to engage residents, encourage participation and expedite resolutions.

Sincerely,

Daria L. Bailey
Program Manager

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