



## Notice of New Property Management – Effective November 1, 2025

Dear Resident,

We are pleased to inform you that Horizon Realty Group will be taking over as the new property management company for your residence, effective November 1, 2025. As part of this transition, we have implemented a few important updates to improve your experience:

### ***Online Resident Portal***

**We encourage you to set up your online resident account. Through the portal, you can: submit maintenance requests, pay rent online (there are no fees to pay online), and view payment history and important notices.**

**To set up your portal we will need to collect your updated contact information. Please email, text, or call us with:**

- **Your name**
- **Property address**
- **Email address**
- **Phone number**

**Please send your updated contact info to one of the following:**

**Email: [sales.horizonrealty@gmail.com](mailto:sales.horizonrealty@gmail.com) Text: 707-457-0620 Phone: 707-460-2000**

### **Rent Payments**

Please note: The previous management office will no longer be accepting rent payments as of November 1, 2025. Going forward, rent will be accepted in the following ways:

1. Online via the resident portal (preferred method — no fees to pay online)
2. By Mail – Make checks payable to Horizon Realty Group and send to:  
Horizon Realty Group  
1720 Northcrest Dr  
Crescent City, CA 95531  
*If mailing a check, all checks must be postmarked by the 3rd of the month to avoid a late fee—*

### **Maintenance Requests**

- For emergency maintenance, please call our 24/7 call center at **707-785-8157**.
- All other maintenance requests should be submitted through the online portal or by calling: 707-460-2000.

We look forward to working with you and are committed to providing excellent, responsive service. If you have any questions about this transition or need help setting up your portal, please don't hesitate to contact us.

Thank you for your cooperation,

Horizon Realty Group