

ALPINE PARK

Welcome Home to Alpine Park!

On behalf of the Alpine Park Homeowners' Association Board of Directors (HOA), welcome to Alpine Park – a community designed for connection, where tree-canopied boulevards meet front porches and neighbours become friends. We're glad you're here, and we look forward to many years of community together.

About the HOA

The Alpine Park HOA exists to preserve what makes this place special: open spaces where kids play, pathways where you walk side-by-side, and the thoughtful details that make everyday life feel more enjoyable.

Your annual HOA fees maintain:

- **Green Court open spaces** and the community gardens where neighbours gather
- **The Alpine Park entry feature** that welcomes you home
- **Tree-lined boulevards** on select streets throughout the community
- **Enhanced snow removal** on asphalt multi-use and regional pathways

For a detailed map of HOA-maintained areas, visit the HOA Condo Communities account (registration details included in this package).

HOA Membership

As a property owner in Alpine Park, you're automatically a member of the HOA. Membership is secured through an Annual Rent Charge Encumbrance on your title and continues for as long as you own your home. If you sell your home, the new owner becomes the Member for that address, but you need to let the HOA manager know and update the details. Until that's done, you're still responsible for the fees.

Here to Help

Your HOA is professionally managed by **Equium Group**. For questions, service requests, or to connect with the HOA property management company:

Phone: (403) 265-4431 ext. 120

Email: contact@equium.ca

Portal: alpineparkhoa.condocommunities.com

Please register for Condo Communities to access important notices, community documents, and submit service requests. You'll find registration instructions in this package.

Welcome to the Neighbourhood. We're glad you're part of Alpine Park.

The Alpine Park HOA Board of Directors



January 2026

Dear Resident,

Congratulations on moving to your new home in Alpine Park, and welcome to the **Alpine Park Homeowners' Association (HOA)**!

We at Equium Group are responsible for the day-to-day management of the Alpine Park HOA. Specifically, we are responsible for:

1. Management of the HOA and all HOA owned property (such as the green court open spaces and pathways, community gardens, and Alpine Park entry feature).
2. Contracts for services to the HOA, including landscaping and snow removal services for the HOA owned open spaces and other managed areas.
3. Supporting the HOA Board of Directors.
4. Collection and management of HOA dues.
5. Resident inquiries and requests.

To stay connected and access important HOA resources, please register on the **Condo Communities** portal at alpineparkhoa.condocommunities.com. This platform provides community notices, documents, and serves as a convenient way to submit service requests. More information on registering for Condo Communities is included in the HOA Welcome Package.

If you have questions or concerns, please contact us at:

- Phone #: (403) 265-4431 ext. 120
- Email address: contact@equium.ca

On behalf of Equium Group and the Alpine Park HOA, welcome! We are excited to have you in the community.

Sincerely,

Nawaz Damji
Broker and Managing Director Equium Group



Suite 850,
639 5th Avenue SW
Calgary, Alberta,
Canada T2P 0M9

T 403-265-4431
F 403-240-0118
E info@equium.ca



Alpine Park HOA Fee Payment Options

EQUIUMGROUP

Accepted Methods of Payment for the Annual Alpine Park HOA Dues

Please find below important information regarding payment options for the Alpine Park Homeowners Association (HOA) annual fees through the property manager, Equium Group.

HOA Fees Due Date: April 1 (annually)

Fee Simple Property Owners

Payment Options – We offer 3 convenient and secure payment methods:

1. **Pre-Authorized Debit (PAD):** Complete the attached PAD form and include a void cheque for automatic withdrawal. This will be processed on the following 1st of the month once submitted.
2. **Online Payment - Condo Cafe Portal:** Payments can be made by credit card through the Condo Cafe portal and are subject to a 2.5% service fee. To set up your account, please email contact@equium.ca and our team will provide a personalized instruction document specific to your property.
3. **Cheque or Bank Draft:** Payable to Alpine Park Homeowner's Association Mail or drop off to: Equium Group Suite 850, 639 - 5th Avenue SW, Calgary, AB T2P 0M9.
E-transfers will not be accepted.

Condominium Residents

If you are a resident of a condominium corporation in Alpine Park, your HOA fees are included in your monthly condo payments, and HOA fees are provided to the HOA via your condo property manager. Therefore, no additional payment information is required. For any questions or to confirm account status, please submit a service request inquiry through Condo Communities or contact@equium.ca.

Management Services Included in Your HOA Fee

Your annual HOA fee supports the professional management services provided by Equium, including:

- Professional management of HOA property (open spaces, utilities, community gardens, etc.)
- Administration of service contracts (landscaping, snow removal, etc.)
- Collection and management of HOA fees
- Handling of resident inquiries and service requests

Help Us Stay Connected

Please ensure we have your current email address by contacting us at contact@equium.ca. Include your property address in the subject line.

Thank you for your continued support in helping keep Alpine Park a vibrant and well-maintained community.

Sincerely,

Equium Group

On behalf of the Alpine Park Homeowners' Association



Information & Mailing Address Updates

Consent Form to Authorize Communication through Email Addresses

Dear Owners,

We must obtain your written consent and approval to officially send notifications to you via email. By opting in you will be able to receive AGM packages, Notices and Budgets by email instead of regular mail.

We would like to take this opportunity to request your completion of the information below. The purpose of this is to confirm that we have the most accurate information on file. Please include any changes to email address and mailing address.

Please note, every Owner must complete their own individual form.

We wish to thank you in advance for your cooperation.

Dated at

Date

Print Name:

Unit/Building Address:

HOA Name:

Email:

Phone Number:

Mailing Address (if different than above):

Signature of owner:

**I agree to accept electronic transmission
for HOA information.**

Please check one

YES

NO



Payor's Pre-Authorized Debit (PAD) Agreement

1 - Customer Information (Payor)

Name on the Account:

Street Address:

City:

Province:

Postal Code:

Telephone Number:

2 - Bank Account Information

Account Number:

Bank Transit Number:

Financial Institution Number:

Chequing Account

Savings Account

Financial Institution Name:

Financial Institution Branch Address:

3 - Pre-Authorized Debit (PAD) Details

You, the Payor, authorize **Equium Group** to debit the bank account identified above for regular Home Owner's Association Fees and/or one-time payments from time to time as determined by **Equium Group**. These one-time payments include, but are not limited to, any late HOA fees and/or late rent fees and/or dishonored cheque fees.

You, the Payor, may revoke your authorization at any time subject to providing **Equium Group** a minimum of 5 business days written notice. To obtain a sample cancellation form or for more information on your right to cancel a PAD Agreement, contact your financial institution or visit www.cdnpay.ca.

These services are for:

Personal use

Business use

Signature of Account Holder:

Signature of Joint Account Holder (if applicable):

Name:

Date:

Name:

Date:

You have certain recourse rights if any debit does not comply with this agreement. For example, you have the right to receive reimbursement for any debit that is not authorized or is not consistent with this PAD Agreement. To obtain more information on your recourse rights, contact your financial institution or visit www.cdnpay.ca.

When the form is complete, please email, mail or fax to:

Equium Group, Unit 850, 639 5th Ave SW, Calgary, Alberta, T2P0M9

Tel: (403) 265-4431 Fax: (403) 240-0118 • Email: contact@equium.ca

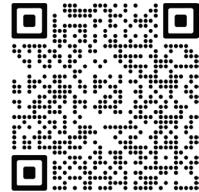
PLEASE ATTACH VOID CHEQUE ON THE ACCOUNT TO BE DEBITED



EQUIUM GROUP

Void Cheque Example:





Condo Communities Registration

Condo Communities is an online platform where Alpine Park residents can access important HOA and community-related information, including newsletters issued by Dream, announcements, frequently asked questions (FAQ) about the HOA, along with other community updates. It serves as the central hub for communication and resources for your condominium corporation.

Account Registration

To register for the Alpine Park HOA Condo Communities account:

1. Visit alpineparkhoa.condocommunities.com/ and click “**Sign Up**” (top right corner of the page).
2. Fill out the information on the form and select your address from the drop-down list.
 - Your address will be street name first, followed by “Unit” with the house number.
 - For example, 106 Alpine Boulevard SW appears as “ALPINE BOULEVARD SW – Unit 106” in the drop-down list.
3. Once you submit your information, your address will be verified by the Equium Admin team.
4. You’ll then receive an email from *alerts@condo-communities.com* with a link to set your password and log in.
 - NOTE: The link to log into your account will expire after 48 hours.
 - Please make sure this email address is added to your safe list.

Need Assistance?

For assistance, please contact Equium via phone or email at the information below:

- **Phone:** (403) 265-4431 ext. 120
- **Email:** contact@equium.ca

Equium Group’s hours of operation are 8:00am to 4:30pm, Monday through Friday.

Equium’s Administration team is constantly monitoring the call line. Please leave a message referencing Alpine Park as your community, and a team member assigned to Alpine Park will follow up within 1-2 business days.

Similarly, for all email inquiries to contact@equium.ca, please reference Alpine Park in your message, and a designated representative from Equium will follow up on your request within 1-2 business days.

For emergencies (such as flooding from broken irrigation lines in a green court open space), after hours emergency dispatch is available by calling the Equium main office line at: **(403) 265-4431**.

Your call will be answered by a live answering service.

ALPINE PARK

Who Does What in Alpine Park?

Alpine Park is a vibrant community with shared spaces and responsibilities. Knowing who handles what helps keep everything running smoothly. Use this guide to find the right contact for your needs.

CITY OF CALGARY

Contact: [311](tel:311)

What they handle:

- Waste removal from laneways and fee simple homes (all private dwelling waste is handled by the City unless your condo agreement states otherwise; the HOA does not remove waste from private property)
- Animal services (e.g., stray animal support)
- Bylaw and parking enforcement (e.g., parking on public streets, weed control)

Once projects are completed by Dream:

- Maintenance of City-owned spaces including parks, pathways, ponds, and streets (Picnic Grove Park, Central Park, Alpine Bark, Skyline Pond, among others)
- Tree care and replacement in parks and boulevards

ALPINE PARK HOA

Contact: contact@equium.ca

What we handle:

- Operations of all HOA-owned open spaces (Picnic Green, Hearth Green, Sanctuary Green, and Orchard Green)
- Maintenance of HOA-owned lands and amenities (the Alpine Park entry feature and Green Court community gardens)
- Waste and compost collection in HOA-owned public spaces (e.g., Green Court open spaces and community gardens)
- Enhanced snow removal for select asphalt pathways in Alpine Park (multi-use and regional pathways only – see Resident Information Map for details)
- Maintenance for select separate sidewalk boulevards in Alpine Park (mowing and weeding)

DREAM (DEVELOPER)

Contact: alpinepark@dream.ca

What they handle:

- Initial construction of roads, sidewalks, underground utilities, etc.
- Construction of parks and green spaces until turned over to the City of Calgary or HOA
- Architectural controls
- Resident questions and concerns related to ongoing development

Dream responsibility until projects are completed:

- Maintenance of public spaces (pathways, parks, ponds, streets, etc.)
- Tree care and replacement in parks and road rights-of-way

YOU (RESIDENTS)

What you handle:

- Snow removal for the sidewalk in front of your home, unless handled by your condominium corporation or identified on the Alpine Park HOA Resident Information Map (posted on Condo Communities)
- Snow removal from your front door to the sidewalk (for all homes except apartments, which are usually serviced by the building operator/property management company)
- Snow removal from your private garage to the street (for front drive homes)
- Weed control on private property (front lawns, rear yards, etc.) per City Bylaw requirements
- Clean up of community garden plots (if participating in the program)