

# Heartwood Renters Finance Orientation

Welcome to Heartwood Cohousing! Here is HW finance 101 for renters. If you have questions, please ask! We appreciate feedback on how to make transitioning into Heartwood easier and more enjoyable. See contact info below.

As a renter your community finances will go through your landlord. Payments are to be arranged with them.

## Heartwood HOA Billing

Every Heartwood home receives a monthly invoice on the 1st of each month which is emailed to the homeowner and due by the 15th. All invoices are paid online.

- Invoices include monthly HOA dues, which are based on a cost per house and a cost per person.
- Common meals and laundry are accrued from the previous month, billed the following month.
- Any expenditures which you make for the benefit of the community and for which you wish to be reimbursed must be approved ahead of time by the appropriate team so they can manage their budget. After completing an Expense Voucher, you will be reimbursed at the end of the month (usually through a credit on your household monthly HOA invoice).
- You are welcome to contribute to Heartwood's voluntary funds. Please inform the Bookkeeper Liaison and your landlord if you'd like to make a monthly pledge to any of these funds.
  - **Heartwood Humanitarian Fund** which is available to help households experiencing financial hardship.
  - **Renewable Energy Fund** is used to invest in renewable energy, such as solar panels, etc.
  - **New Families Fund** provides \$1000 cash awards to the first three families (starting in 2020) to move into Heartwood or sign up to be Phase 2 members.

Normally HOA invoices go only to the homeowner (landlord), but if you want a copy of your household monthly invoice emailed to you, please email your request to [heartwoodbilling@gmail.com](mailto:heartwoodbilling@gmail.com) with your email address.

## Heartwood Coop Store

The Heartwood Store is located in the basement of the common house and is separate from Heartwood's HOA. It exists because our long time member Mimi (Lynne McGee) is passionate about local, healthy foods and providing ease for distribution to HW members and friends through the store. Purchases from the store do not get billed through the HOA. As part of your orientation, the Common House team will tell you about making purchases from the store and paying Mimi for those purchases.

## Bookkeeper Liaison Contact Info

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