

ASAP has been working with homeowners associations since 1989. ASAP continues to invest in services and products that meet the expectations of homeowners nationwide and comply with Colorado HOA regulations (CCIOA) and Colorado Law SB100 (COSB100).

Professional

Accurate

Efficient

Quick Turnaround

No Contracts

HOA Administrative Services



Better communication builds better communities.

Customized Monthly Administrative Packages

ASAP's packaged approach was designed to help streamline your costs and your budget while giving you control over your return on investment. Let ASAP take care of the important aspects of your HOA for as little as \$225 per month.

bank reconciliation
dues assessments
accounts payable
accounts receivable
electronic document storage
meeting preparation

manage special assessments
payroll processing
HOADirect customized website
budget preparation
tax return coordination assistance
online invoice review

HOADirect Customized Website

ASAP's HOADirect has made managing your homeowners association easier. HOADirect manages numerous aspects of your homeowners association through a customized website designed to facilitate owner communication online. Your association information in in one place, online, and available anytime, 24 hours a day, 7 days a week –and office that never closes!

custom security levels
resource center/document storage
community calendar
community directory
photo gallery
online polling/voting
online management forms

secure member only access
up-to-date news and announcements
newsletter/messenger service
discussion group/blog features
classified/advertising capabilities
interactive management office
extensive search capabilities

QuickBooks® Online

With ASAP's QuickBooks Online Accounting Service, your board members can access your financial data anytime, anywhere via a secure internet connection –all without transferring discs—giving you peace of mind and control over your HOA.

Online Accounts Receivable

Simplify and track your homeowners assessments and collections online, anytime, anywhere via our secure platform. Give your owners access to their account - initiate online payments, view complete invoice and payment history, receive confirmation that payments have been posted. *Integrates seamlessly with QuickBooks.

Learn how our administrative services and management tools can save your association time and money. Administrative packages as low as \$225 per month.

Making Business As Simple As Possible

www.businessASAP.com

Celebrating 20 years!