

## HOA Management Solutions



*Better communication builds better communities.*

*Professional*

*Accurate*

*Efficient*

*Quick Turnaround*

*No Contracts*

### Solutions

Payroll Processing

Employer Services

Business Coaching

Time & Labor Tracking

Background Screening

Online HR Support

**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.

**Paperless Bill Management** – With ASAP's web-based, automated work-flow system, your data entry and workflow just became a lot easier. Approve bills, review payments, store vendor contracts and company documents in our secure electronic database. \*Integrates seamlessly with QuickBooks.

**Customized Website Services** - 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. Members can view upcoming events, download HOA documents, submit requests, and participate in discussions anytime, anywhere –an office that never closes!

**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.

**Payroll Processing** – No more headaches, paperwork, or tax deadlines. From start to finish, we can do it all: background screening, new hire reporting, time & labor management, direct deposit, garnishment/benefit calculations, vacation accruals, workers compensation tracking.

**ASAP has been working with homeowners associations and property managers since 1989. We continue to invest in services and technologies that meet the expectations of homeowners nationwide and comply with Colorado HOA regulations (CCIOA) and Colorado Law SB100 (COSB100).**

**Learn how our management tools can save you time and money.**

**Making Business As Simple As Possible**

**www.businessASAP.com**

*Celebrating 20 years!*