



Welcome Home!

MEADOW LAKES

— AT BOCA RATON —



**New Homeowner
Welcome Packet**



Beautiful
Community



Gated
Neighborhood



Great
Neighbors



South Florida
Living

THANK YOU FOR CHOOSING MEADOW LAKES!



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Welcome!

We are thrilled to have you as part of our community. Please take a few minutes to review this packet and complete the important steps outlined to ensure a smooth transition.



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NEW HOMEOWNER CHECKLIST



Use this checklist to ensure you complete the important steps as a new homeowner in Meadow Lakes.



Complete the Homeowner Information Update Form

Update your contact information with the Association.

☐


Create Your GateHouse Account

Download the app, set up your account, and add your email.

☐


Update Your Driver's License

Update your Florida driver's license with your new address.

☐


Update Your Vehicle Registration

Update your vehicle registration with your new address.

☐


Submit Your Vehicle Barcode Request

Request your vehicle barcode(s) for community access.

☐


Request Your Pool Key

Complete the Pool Key Request Form for each household.

☐


Create Your Permanent Guest List

Add family and friends using the Permanent Guest List Form.

☐


Need Help?

Refer to the "Who to Call" section for assistance, or visit the website for forms and additional resources.



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QUICK LINKS & RESIDENT FORMS



RESIDENT FORMS PORTAL

All of the following forms are located in one convenient place:

- Homeowner Information Update Form
- Barcode Request Form
- Update Auto Registration
- Permanent Guest List Change Form
- Pool Key Request Form
- Event Guest List
- Gazebo Reservation
- Mailbox Painting



SCAN ME

meadowlakesatbocaron.com/resident-forms/

GATEHOUSE REGISTRATION

Create your GateHouse account and download the mobile app.



SCAN ME

meadowlakesatbocaron.com/2023/06/gatehouse-web-portal-and-mobile-app/

ACB APPLICATION

Submit requests for exterior improvements.



SCAN ME

meadowlakesatbocaron.com/acb-form/



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WHO TO CALL



CREST MANAGEMENT PROPERTY MANAGER



For all HOA questions, maintenance concerns, violations, architectural questions, community issues, and general HOA assistance, please contact:

MARILYN BONORA

Property Manager – Crest Management



(561) 213-9567



mbonora@crestmanagementgroup.com

MEADOW LAKES FORMS TEAM



Questions regarding any of the Resident Forms should be directed to the Meadow Lakes Forms Team:



meadowlakesforms@gmail.com



Using the appropriate contact helps ensure your request is handled as quickly as possible.



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ARCHITECTURAL CHANGES & ACB APPROVAL



Before making **ANY** exterior changes or improvements to your property, approval from the **Architectural Control Board (ACB)** is required.

Examples include:

- ✓ Roof replacement
- ✓ Windows
- ✓ Doors
- ✓ Exterior paint colors
- ✓ Landscaping
- ✓ Fences
- ✓ Pools
- ✓ Patios
- ✓ Driveways
- ✓ Solar panels
- ✓ Screen enclosures
- ✓ Any exterior modification

Submit all requests online using the ACB Form:



[meadowlakesatbocaraton.com/
acb-form/](https://meadowlakesatbocaraton.com/acb-form/)



**PLEASE DO NOT BEGIN ANY EXTERIOR WORK
UNTIL YOU HAVE RECEIVED WRITTEN APPROVAL
FROM THE HOA.**



WHY APPROVAL IS IMPORTANT



Protects our community's appearance and property values.



Ensures changes meet community standards and guidelines.



Helps maintain a beautiful, consistent, and well-managed neighborhood.

Thank You!

Your cooperation helps keep Meadow Lakes a wonderful place to live!



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FREQUENTLY ASKED QUESTIONS



When should I complete the Homeowner Information Update Form?



Immediately after closing.



When should I request my vehicle barcode?



Within 30–60 days after closing, after updating your driver's license and vehicle registration.



How do I add visitors?



For single-day guests, log in to the GateHouse App and add your guest. For Permanent Guest List changes, submit a Permanent Guest List Form on the website.



I have a maintenance question. Who do I contact?



Contact the Crest Management Property Manager.



I have a question about one of the Meadow Lakes forms.



Email the Meadow Lakes Forms Team at meadowlakesforms@gmail.com.



I want to replace my roof or windows.



You must first submit an ACB application through the Meadow Lakes website and receive approval before work begins.



These are some of the most common questions we receive. For more information, please visit our website or contact our office using the details provided on page 8.



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IMPORTANT CONTACTS

	Meadow Lakes Website	meadowlakesatbocaraton.com
	Resident Forms Portal (All Resident Forms)	meadowlakesatbocaraton.com/ resident-forms/
	GateHouse Information	meadowlakesatbocaraton.com/ 2023/06/gatehouse-web-portal- and-mobile-app/
	ACB Application	meadowlakesatbocaraton.com/ acb-form/
	Crest Management Property Manager	Marilyn Bonora
	Property Manager Cell	(561) 213-9567
	Property Manager Email	mbonora@crestmanagementgroup.com
	Meadow Lakes Forms Team	meadowlakesforms@gmail.com



Please use the appropriate contact to ensure your inquiry is directed to the right person and handled quickly.



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