Hi Neighbors,

The Village Park HOA website is now ready for prime time! As developed by our own Sam Vulopas, the site will help you get to know Village Park better, whether you are a new or an experienced resident. The site contains basic information about Village Park, the HOA Board members and how the HOA operates, our VP Declaration and other rules and regulations, Board meeting minutes, HOA financial reports, our Resident Directory, several HOA briefs, and much, much more!

We encourage you to read the website registration instructions below and create your own account sign in, once you verify your account registration within 24 hours a HOA Board member will ensure that you are a resident and approve your registration.

To assist in the registration process two board members Tom Duckett, VP and Arthur Harvey, Sec. will act as HOA website registration ambassadors. Arthur will support the single-family residents and Tom will support the townhome residents. Should you experience any issues in attempting to register, please reach out to Arthur at gah1178@gmail.com or 508-250-6535 and Tom at duckett512@charter.net or 828-545-2442.

Village Park is very fortunate to have Sam volunteer to build this for our community and we are very thankful to him for developing a terrific website.

Sincerely,

Frank DiPalma

VP HOA Pres.

Village Park HOA Website Registration

Please read these instructions completely before attempting to register an account.

Welcome to the new Village Park Homeowners Association website. This site is only open to homeowners and residents of Village Park in Asheville, NC. All family members who live in Village Park may create their own account. Due to the current state of website security, you'll need to register and receive approval from the HOA Board before you can access the information.

Registration is a three-step process; create an account, verify the account, and final approval by the HOA board. While it may seem inconvenient, it's designed to keep the website secure and eliminate the risks of outsiders accessing any HOA specific information.

For best results, perform the registration on a desktop or laptop. Mobile devices lack the area to display the user messages without scrolling. The steps are as follows:

Create A New Account

Using your web browser, go to: http://villageparkasheville.com/. You'll be presented with the front page of the new Village Park HOA website.

On the left-hand side of the page, click the option for "Create an account". The registration page will appear. Enter the requested information. Note, all information is required:

- **Name**: Your display name (Bob Smith, Franks Jones, etc.).
- **Username**: The ID you will use to login to the website (bsmith, fjones123, etc.).
- **Password/Confirm Password**: Enter a password, which must contain the following:
  - A minimum of 8 characters.
  - At least 1 number.
  - At least 1 symbol (!, #, $, %, & etc.).
  - At least 1 UPPER CASE letter.
  - At least 1 lower case letter.
- **Email Address/Confirm Email Address**: A valid email address you'll use to receive information from the HOA Board.
- **Captcha**: Check the "I'm not a robot" box. This stops hackers from automatically registering users.
- Click the "Register" button. Note, you should see the following message displayed on your monitor. On mobile devices you may need to scroll to see it.

  > *Your account has been created and a verification link has been sent to the email address you entered. Note that you must first verify the account by selecting the verification link when you get the email. Please exit the website and check your email.*

- Exit the Village Park HOA website.

Verify You Have Registered for A New Account

You'll receive the following email asking you to verify your account registration. If you don't see the email, please check your Spam folder.

> *Hello [Name],*
>
> *Thank you for registering at Village Park HOA. Your account has been created and must be verified before you can use it. To verify the account, select the following link or copy-paste it in your browser:*
> *http://villageparkasheville.com/index.php/component/users/?task=registration.activate&token=25e2933e6dade355e27d647470123456&Itemid=101*
>
> *After verification, an administrator will be notified to activate your account. You'll receive a confirmation email when that's completed. Once your account has been activated, you may login to http://villageparkasheville.com/ using the following username and the password you entered during registration:*

Username: [Username]

After the verification is completed, the following message will display. Again, on mobile devices you may need to scroll to see it.

> *Your email address has been verified. Once an administrator approves your account you will be notified by email, and you can login to the site. As a reminder, this process may take up to 24 hours. Also, make sure to check for the approval email in your Spam folder. Please exit the website.*

Important!!: Your account is still not activated after this step. HOA Board approval is still required.

Wait For HOA Board Approval

The last step is approval from the HOA Board. Since one of the members of the HOA Board must manually ensure you are an actual resident/owner, please allow up to 24 hours for this to occur. Once final approval is granted, you will receive the following email:

> *Hello [Name],*
>
> *Your account has been activated by an administrator. You can now login at http://villageparkasheville.com/ using the username [Username] and the password you chose while registering.*