



**The Courtyard**  
QUEEN • ANNE • SQUARE

Welcome to The Courtyard at Queen Anne Square. Residents should return to this notice board on a regular basis to be informed of upcoming events and/or actions needed.

Residential Association Manager	Sacha Copeland Copeland Group 221 1st Ave West Suite 105	sacha@copelandgrp.com 206-388-0180 www.copelandgrp.com	Hours M-TH 9-5, Fri 9-3
Assistant Association Manager	Tina Fahnbulleh	tina@copelandgrp.com	
Garage Association Manager	Michelle Crabtree SteelWave 200 W. Mercer St Suite 106	mcrabtree@steelwavellc.com 206-270-6500 East Tower	
Garage Association Administrator	Dawn LaVigne	206-270-6500	
Garage Manager Site 133	Donovan Boyd Republic Parking	dboyd@rpnw.com 206-787-1262 X 2953	
Parking Booth Board		206-281-9643 Board@CourtyardQAS.com www.CourtyardQAS.com	

### Highlights

For HOA Notices, HOA Insurance Certificate, more information or to make lounge and patio reservations please refer to our web site:

**[www.CourtyardQAS.com](http://www.CourtyardQAS.com)**

To make payments or to order Homeowner Statements, Resale Certificates, HOA Demand Statements or Condo Questionnaires please refer to the Management Web Site:

**[www.copelandgrp.com](http://www.copelandgrp.com)**.

If you have a key card or garage access issue call SteelWave: 206-270-6500.

**Please make your reservations for the lounge, BBQ, Moving & Deliveries online.**  
**Garbage: Mon/Fri (CITY) Recycling/Food Waste: Tues (CITY) STYROFOAM: On Demand**

**If you have a maintenance emergency, call The Copeland Group at 206-388-0180 & request immediate assistance. If you get a recorded message, PRESS 9.**

All moves & deliveries must be scheduled at least 2 business days in advance of the move on the website. Access to the elevators may be limited at this time so please plan your day accordingly. Reservations for the No Parking signs must be made by 5 PM the Thursday Prior to the week of your move. Thur. prior = Mon-Sunday of the following week.

Security is a priority during moves. Doors are not to be propped open . There is a \$150 fine for failure to schedule your move. Security breaches are an additional \$150.