## **Accessing the Heatherwood Website**

The Heatherwood website address is... www.heatherwoodnj.com. It might be a good idea to add this address to your "Favorites" so that you do not have to key it each time you want to visit the website. For those not familiar with how to do this, it is simple. When you go the website using the above address, and while still on the home page, click on "Favorites" on the menu bar and then select "Add to Favorites." Then just give it a name you like and a location (where in your favorites you would like to keep it) and then click "Add."

This same process can be followed for any website that you want to save as a Favorite.

## **Accessing Restricted Sections**

Currently, the Heatherwood Financials and Open Meetings sections of the website require you to enter a password. The password is case sensitive, so always type it in lower case.

The password is currently the same for both sections and is changed periodically for security reasons. This password is supplied by Heatherwood to all residents upon request. You will be advised through communications from Heatherwood and via a Bulletin on the Heatherwood website when password(s) have been changed.

When you click the links for either "Financials" or "Open Meetings" on the "Table of Contents" page, you are presented with a Sign In screen where you must enter the password (the ID is automatically filled in for you). Enter the password and press the button indicated on the screen you are viewing (either "Financials" or "Meetings"). If you entered the password correctly, you gain access, if you do not, you will receive an error message telling you that you entered an invalid password.

Contact me at **heatherwoodni@comcast.net** or 856-228-5614 with any questions.

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