



Here is an important list of to-do items for all new residents. Please visit the CPV website at www.thevillagecastlepines.com to learn more about the moving in process.



Call Emergency Services: 303.688.6447 before your moving truck arrives. Many streets within the Village will not accommodate moving vans in front of residences and may require the use of a smaller, shuttle truck. Prior approval must be obtained from ES for ALL moving trucks coming into the Village and must be escorted by ES Officers. Contact ES or visit the CPV website for a Moving Authorization form.



Visit the ES window at the CPHA office to complete the New Homeowner Information Packet and purchase an RFID tag(s) for gate entrance.

All residents (owners and tenants) are required to complete a set of new homeowner information forms. Please bring with you proof of ownership (title/deed) or proof of tenancy (copy of rental agreement). To receive an RFID tag you must bring each vehicle, a copy of the vehicle registration, proof of insurance, and driver's license. Purchasing hours: Monday - Friday: 9 am to 6 pm. \$10 each—cash or check only. For more information visit the CPV website (Emergency Services Page) or call ES at 303.688.6447.



Log on to dwellingLIVE to set up your account, enter your contact information, and start entering your authorized visitors and guests. Login credentials will be provided to you by ES when you complete the New Homeowner packet. For more information on dwellingLIVE, contact the ES Administrator, Steve Camino at 303.952.0924.



Schedule a New Homeowner Briefing. A representative from the Homes Association office will come to your home to review all of the services and amenities available to you within our community as well as discuss gate access and alarm monitoring. Contact the CPHA office at 303.814.1345 to schedule.



Call the Welcome Committee Representative to receive your invitation to the next New Homeowner Reception where you will meet neighbors, other new residents, and receive a welcome gift bag full of goodies from local merchants. The receptions are held quarterly at the Country Club at Castle Pines. Call Susan Clifford at 303.660.6323 for information.



Visit the CPHA office to pick up your recycle bins. Two recycle bins are provided to each home free of charge. Visit the reception desk Monday - Friday, 8 am to 5 pm. Additional recycle bins can be purchased directly from Waste Management, or at Home Depot or Lowes.



Sign up for the Village Weekly email newsletter. Every Friday afternoon the CPHA sends out via email a weekly newsletter regarding upcoming events, important notifications and general information regarding your community. Sign up as many email addresses as you wish – send a request to admin@thevillagecastlepines.com



Visit the CPV website. Read about current events in the community, download important forms, view archived Board documents, learn all about the CPHA and services that ES provides and create a resident login to view the community's event calendar, reserve a tennis court, view archived newsletters and more. Go to www.thevillagecastlepines.com



Sign up for the CPV Homeowner's Directory. The Homeowner's Directory is published once a year in the spring and is mailed directly to all residents in the Village. The deadline for submissions is typically December of the previous year. It is important to note that the directory is published independently of the CPHA. All entries are the responsibility of the Homeowner as the CPHA does not release any resident information to individuals or organizations outside of the Homes Association. *Please see the Homeowner's Directory page on the CPV Website for more information and to download a participation form.*