

SOUTH KEYS LANDING

CO-TENANCY HOME OWNERS ASSOCIATION

December 1, 2011

TO: THE OWNERS OF SOUTH KEYS LANDING CO-TENANCY

The Committee approved the enclosed budget for 2012 on November 9th, 2011.

The monthly fees have been increased from \$75.00 to \$78.00 per month for all units.

Included with the budget are two pages of explanatory notes which have been broken down by category to match the items as listed in the budget.

Please send twelve (12) post dated cheques, payable to "S.K.L." for the period commencing January 1st, 2012 up to and including December 1st, 2012, dated the first day of each month. Please do not put your cheques in any Committee members mailboxes; they are to be dropped off or sent directly to PMA Realty at the address noted below.

If you previously paid your monthly fees a year in advance, twice yearly or quarterly, you can continue to do so. Please make sure your cheques are made payable to "S.K.L."

Also, a reminder regarding charges for late payment and NSF cheques:

- Late Payment Charges – Fees are due on the 1st of every month. A charge of \$15.00 will be assessed against owners whose monthly fee is not paid on time.
- Charges for NSF/returned cheques – An additional charge of \$25.00 will be assessed against owners whose cheques are returned by the bank.

If you have any questions, please contact our Property Manager, Norean Harris at (613) 742-5778 ext 234.

On Behalf of the Committee.



Norean Harris
Property Manager
PMA Realty Consulting Ltd.
As Agents only for SKL

Attachment(s)