



Special Assessment Clarification Letter

June 23, 2021

Dear Carlton Square Homeowner,

The Carlton Square Board of Directors approved a Special Assessment of **\$272.40** per homeowner to be paid in one **lump-sum payment** due July 1st, 2021.

However, the budget letter you received at the beginning of June 2021, mentioned the payments would be spread over 12 months. This is not the case. It is to be paid in one lump sum payment.

The July 2021 the billing statement reflects part of the special assessment of \$22.70. **The remaining \$249.70 will be billed and due to be paid in August 2021.**

If you are currently signed up for ACH payments, there is nothing more you need to do. The \$272.40 special assessment will be deducted along with your normal monthly assessment payment. The special assessment ACH deductions will be \$22.70 on July 1st and \$249.70 on August 1st.

We apologize for any confusion this may have caused. If you have any further questions or concerns, please feel free to reach out to me at the number or email listed below.

At the direction of the Board of Directors,
Carlton Square Homeowner Association

Sherwin Watson

Sherwin Watson, CMCA[®]
General Manager
swatson@keystonepacific.com