



CrossRoads Management Ltd.

June 4, 2024

ROOF LEVY PAYMENT

Dear Chelsea Gardens,

The 1st payment for the roof levy was scheduled to come out on **June 1, 2024**. This was a Saturday, so the banks may not have tried to withdraw from accounts that have made payment arrangements.

It is also noted that accounting will have to do these withdrawals in waves and if you provided your approval for payment a couple weeks ago will be processed shortly, if you just recently sent your approval in it might take a few more days or next week before you see the amount leave your account.

If you do not see the amount come out of your account by the middle of June, Crossroads will send a follow up statement letter advising of the amount owed.

It is reminded that written authorization must be provided. You can do so by simply sending an email to sandie@crpm.ca or jesse@crpm.ca that says:

"I Authorize Crossroads Management to take the amount for the phase 1 roof levy on June 1, **2024** and phase 2 roof levy on June 1, **2025** for unit _____ of LMS1416 Chelsea Gardens."

Failure to make reasonable arrangements to have this levy paid in good time can result in fines levied against your account and potentially a lien (including lawyer fees) on your property.

Thank you, Strata Council