

JUPITER BAY CONDOMINIUM ASOCIATION

275 Palm Ave Apt D105, Jupiter, FL 33477
Phone: (561) 746-5857 | Fax: (561) 746-5857

This closing letter is valid through the Closing Date shown below. If the closing is rescheduled for a date after the Closing Date shown below, an updated letter must be requested to ensure all amounts owed are paid as required.

«TODAY'S DATE <MM/DD/YYYY>»

Attn: _____ Via Fax/Email
Re: «PROP. STREET ADDRESS» Mandatory Membership? Yes
«PROPERTY CITY-STATE-ZIP» Assessment Frequency: Quarterly
Seller: «OWNER'S NAME», Current Year Assessments: «A1 CHARGE AMT»
«2ND OWNER'S NAME»
Buyer: New Owner Name Here Payment Due Dates: 1st of each quarter
Closing Date: 00/00/00 Fiscal Year: January 1- December 31

The current amount due on the above unit is «TOT AMT DUE». The breakdown of this balance is as follows:

«ITEMIZED BALANCES-INCLUDING PREPAID»

Late Payment Policy: Owners who are more than 10 days late in paying their quarterly maintenance assessments will be charged a \$50.00 late fee and interest at 15% per annum starting with the second day of the quarter.

All purchasers of units within the association must adhere to the following policy:

«RULES/ORIENTATION POLICY»

Additionally, this unit may be in violation of the association's covenants as outlined in our documents. Below is a listing of any violations against this unit.

«OUTSTANDING CCR VIOLATIONS - ALL»

A copy of the association's documents can be purchased or downloaded from our web site, www.JupiterBayCondoAssoc.com.

If you require additional information about this account or the Jupiter Bay Condominium Association, please feel free to contact me.

Very truly yours,

«PROPERTY MANAGER NAME»
«PROPERTY MANAGER SIGNATURE»
«PROPERTY MANAGER EMAIL»