



No review by "the Board" takes place nor vote by "the Board" to authorize these special assessments

Newtown Square PA 19073

Dear

As outlined in the letter, you were informed that your account would be assessed for the cost of the internal wood replacement if the contractor, Samuel S. Sabatino Masonry and General Contractor, Inc., found internal rotted wood damage on your property.

The Willistown Knoll Board reviewed the contractor's invoices to identify the actual work that was completed at your home and the portion of the expense that is the Homeowner's responsibility associated with these repairs. This letter is to advise you that the Board completed the review and determined each homeowner's individual portion of the wood replacement cost.

Because your home had rotted wood damage in the wall, the Association will bill a Special Assessment of \$ to your account.

Please note that the Association bears the cost of the external stucco repair.

You have the option of paying the entire amount at the time it is billed or spreading the cost over a period of 6 months. If you select the payment plan, installments must be received in a timely manner or late fees will be applied.

Please complete the enclosed payment plan selection form and return it to the Management office by . If we have not received your response by this date, the entire amount will be billed at one time.

If you have any questions, please call Laureen Young, Community Manager, at Mid-Atlantic Management at (610) 353-4470 x 457 or email Laureen.young@mamc.com Thank you for your cooperation.

Very truly yours,

Laureen Young, CMCA, AMS, Community Manager
Mid-Atlantic Management Corporation
For the Willistown Knoll Board of Directors

The funds collected are not reported as revenue in the 2005 to present audited Financial Annual Statements. Where did the collected funds go; did they disappear?