

HOMEOWNERS ASSOCIATION MANAGEMENT AGREEMENT

This agreement is made and entered into by and between, **Deerfield Plantation Phase II Property Owners Association, Inc.**, hereinafter referred to as "ASSOCIATION" and Kuester Management Group, a North Carolina Limited Liability Corporation having its business office at 130 Ben Casey Drive, Suite 100, Fort Mill, SC 29708, hereinafter referred to as "MANAGER". In consideration of the terms, conditions and covenants herein contained, the parties mutually agree as follows:

The Agreement shall commence as of February 1, 2023, for a period of two (2) year.

ARTICLE I APPOINTMENT OF MANAGING MANAGER

The ASSOCIATION hereby appoints MANAGER and MANAGER hereby accepts such appointment on the terms and conditions herein contained as the sole and exclusive MANAGER of the ASSOCIATION in accordance with the terms and provisions of this agreement and to otherwise perform the obligations as hereinafter set out.

MANAGER shall principally communicate to the Board of Directors ("Board") and to the ASSOCIATION membership, to the extent practical, through the Board's appointed liaison. In the absence of an appointed liaison, the President of the Board will be the liaison with the MANAGER. The Board liaison shall be authorized to act on behalf of the Board with MANAGER on any matters related to those specific duties of MANAGER. The officers entering into this AGREEMENT represent that they are duly elected and are authorized by the Board of Directors to enter into this AGREEMENT.

Everything done by MANAGER under the provisions of this Agreement shall be done on behalf of ASSOCIATION and all obligations or expenses incurred thereunder shall be for the account, on behalf of, and at the expense of the ASSOCIATION, except that the ASSOCIATION shall not be obligated to pay overhead expenses of MANAGER's off-site office including the salaries and other expenses of officers and employees of the MANAGER. Any payments to be made by the ASSOCIATION shall be made out of the funds of the ASSOCIATION, or as may be provided by the ASSOCIATION. MANAGER shall not be obligated to make any advance to or from the account of the ASSOCIATION or to pay any sum, except out of funds held or provided as aforesaid, nor shall MANAGER be obligated to incur any liabilities or obligation for the ASSOCIATION without assurances that the necessary funds for the discharge will be provided.

ARTICLE II COMPENSATION

For MANAGER's services under this agreement, MANAGER shall receive a monthly management fee in the amount equal to \$645 (payable monthly in advance). In addition to the monthly management fee, a one-time set up fee in the amount equal to one month management fee shall be charged and payable in the first month of service.

The monthly management fee is calculated based on the estimated amount of time it will take MANAGER to perform standard management services. Additional administrative charges shall be charged monthly according to the current Administrative Charge Sheet for administrative costs incurred in the routine management of the ASSOCIATION. In addition, MANAGER reserves the right to charge professional service fees, as outlined in the Administrative Charge Sheet, for services that are considered "non-routine" or not specifically outlined in this agreement.

By agreement between MANAGER and the Board, the monthly management fee payable to MANAGER may be amended to the amount reflected each year in the operating budget as adopted or ratified for the ensuing year. MANAGER is authorized and directed to deduct or obtain payment of both the management fee and applicable administrative charges when due from the ASSOCIATION's funds regardless of any other payments then required to be made to other parties. MANAGER shall maintain availability for services related to certain additional activities for which the need may or may not arise and which are not specified in the Agreement under any other section. Additional services shall be performed with the authorization of the Board or as directed by the Board liaison. Charges for services performed under this section shall be billed according to the current Administrative Charge Sheet. Charges for non-routine services, as outlined on the Administrative Charge Sheet shall be negotiated at the time the work is authorized and MANAGER is hereby authorized to deduct and disburse to itself, from common funds collected, received, or held by MANAGER in its authorized capacity hereunder, the sums necessary as compensation for said charges. MANAGER HEREBY DISCLOSES THAT IT MAY FROM TIME-TO-TIME OFFER LANDSCAPING, PAINTING, MAINTENANCE AND/OR OTHER SERVICES TO SOME CLIENTS WHICH ARE PERFORMED BY MANAGER'S EMPLOYEES OR BY COMPANIES IN WHICH MANAGER OR ITS STOCKHOLDERS MAY HAVE AN INTEREST. THE ASSOCIATION SHALL NOT BE OBLIGATED TO USE SUCH SERVICES, BUT MAY DO SO FROM TIME TO TIME.

The Management Fee outlined in the first paragraph of this Article shall be locked for the first year of this agreement. Monthly Management Fee may be increased by up to 5% or current CPI, whichever is greater, in year two (2) and during each additional year that this contract may auto renew.

ARTICLE III RESPONSIBILITIES OF MANAGING MANAGER

Administrative Services

1. MANAGER shall organize and attend meetings of ASSOCIATION including the preparation of notices, agendas, and meeting packages. MANAGER shall attend up to one (1) community meetings. Types of meetings may include board meetings, annual meetings, budget ratification meetings, committee meetings, and general community information meetings. Additional fees shall be applicable for meetings lasting more than two (2) hours, extending beyond 8:00 pm, or occurring on weekends or holidays.
2. MANAGER shall guide and assist members of the Board of Directors and the officers of the ASSOCIATION in the performance of their obligations. MANAGER shall not give or be expected to furnish recommendations or advice which should be obtained from an attorney, certified public accountant or insurance professional, nor shall any guidance or assistance from MANAGER be taken as or constructed to be legal, taxation, accounting or insurance recommendations or counsel.
3. MANAGER shall guide and assist the Board in the development of policies and procedures.
4. MANAGER shall provide twenty-four (24) hour emergency answering and/or emergency assistance service as may be necessary for the health, safety, and well-being of occupants of the ASSOCIATION. Additional charges may apply, as outlined in the current Administrative Charge Sheet, for mitigation efforts required to be completed by MANAGER during non-business hours.

5. MANAGER shall assist ASSOCIATION's Board in the administration of the provisions of the Declaration, Articles of Incorporation, Bylaws, Rules and Regulations, and polices of the ASSOCIATION (the "Governing Documents").
6. MANAGER shall keep all records of the affairs of the ASSOCIATION and the Board, including but not limited to, the Declaration, Articles of Incorporation, Bylaws, Rules and Regulations, policies, minutes of meetings, copies of contracts, etc. provided such documents, contracts or minutes are furnished to MANAGER by ASSOCIATION. All such records shall belong to the ASSOCIATION. The proper preparation of all corporate minutes is the responsibility of the ASSOCIATION. Cost associated with both the physical and electronic storage of records will be billed to ASSOCIATION as outlined in the current Administrative Charge Sheet.
7. MANAGER shall maintain registers of ASSOCIATION, Officers, and Directors and such other registers or schedules as may be required by the Governing Documents, the initial information for all of which is to be provided to MANAGER by the ASSOCIATION. If ASSOCIATION elects to have MANAGER serve as the Registered Agent for ASSOCIATION, an administrative fee, as outlined in the current Administrative Charge Sheet shall be applicable.
8. MANAGER shall assist in resolving individual ASSOCIATION requests as they pertain to the administration of the ASSOCIATION, its Common Elements, and governing "Rules and Regulations".

Web-Based Services

1. MANAGER may provide web services, as available and at MANAGER's cost and convenience, for the ASSOCIATION. Web services are provided by MANAGER through a third-party provider and MANAGER does not guarantee or warranty web services. The following is a list of possible available web services, but these services are not guaranteed available, and this list may not include all available web services:
 - a. Online access to Association documents and reports
 - b. Online account access (view billing and service history) for Association members
 - c. Online forms for creation of service tickets, communication directly with the community MANAGER, etc.
 - d. Online calendars for community usage
 - e. Online newsletters
2. MANAGER will attempt to protect the privacy and integrity of the website by making access to and use of subject to the use of a password. Homeowners will be given initial access to the web services after registering with their assigned account number provided in the welcome letter.
3. Should ASSOCIATION wish to utilize a third-party vendor for a community website, other than that provided by MANAGER, the ASSOCIATION will be directly responsible for the cost associated with such service. Administration of said website hereinafter referred to as a third-party site, will be managed directly by the Board. If edits are required by MANAGER, additional fees shall be applicable.

Financial Services

1. MANAGER shall establish, if necessary, in ASSOCIATION's name, all bank accounts of ASSOCIATION, including operating & reserve accounts. All monies collected by MANAGER on behalf of ASSOCIATION shall be deposited in a custodial account in a bank where deposits are insured by the Federal Deposit Insurance Corporation and such other account(s) as may be designated by the Board, separate and apart from the MANAGER's own funds. If MANAGER is not listed as a signee on an account, ASSOCIATION agrees to release MANAGER from all liability related to the management of said account.
2. MANAGER shall prepare a draft-operating budget to be submitted to the Board for its consideration and adoption. The budget shall be based on prior operating expenditures, estimated future expenses, and an estimate of required capital reserves. MANAGER shall not be responsible for any discrepancies between the budget and actual expenses; the budget is an estimate to be used only as a guide. The Board must approve the budget at least thirty (30) days prior to the end of the fiscal year. In the event the Board fails to adopt a fiscal budget in advance of the beginning of a fiscal year, the most recently adopted budget will for the purpose of this Agreement be deemed to be repeated until such time a new budget is adopted.
3. MANAGER shall bill and collect all assessments and other charges due by ASSOCIATION; maintain checking, savings and other income accounts on behalf of ASSOCIATION and maintain records thereof. All checking and operating accounts of the ASSOCIATION shall be maintained at a bank of the MANAGER's choosing; each of such accounts to be separate and apart from all other accounts of MANAGER and the amounts therein will not be commingled with any other funds controlled by MANAGER. The ASSOCIATION acknowledges that the MANAGER utilizes services of a federally insured banking institution to receive and process homeowner association dues of the ASSOCIATION and other Associations managed by the MANAGER which required the use of a single clearing account at the Bank for all funds received by MANAGER on behalf of ASSOCIATION and such other Associations. MANAGER shall not be liable for uncollected amounts. Reserve accounts are recommended to use the same banking institution, but not required. The management of up to three (3) financial accounts will be included in the monthly management fee. Additional fees shall be applicable, as outlined in the current Administrative Charge Sheet, if the number of accounts exceed three (3) and for accounts held outside of the MANAGER selected banking institution. In addition, ASSOCIATION agrees to release MANAGER from any liability for security breaches that occur as a result of ASSOCIATION interaction with an outside banking institution.
4. MANAGER shall mail notices of delinquency to any member of the ASSOCIATION in arrears and exert reasonable efforts and take such reasonable action for the collection of the delinquent assessments as the Board may determine in accordance with the Governing Documents and adopted Legal Collection Resolution.
5. MANAGER shall make all disbursements from assessments collected for normal recurring expenses as provided in the budget. Non-recurring expenses over \$1,000 and all disbursements from the reserve account shall be authorized, in writing, by a designated officer of the ASSOCIATION or be recorded in official ASSOCIATION minutes. MANAGER shall have authority to approve expenses to mitigate losses, as outlined in Article III, Physical Management, without prior approval from ASSOCIATION. Retroactive approval shall be deemed granted and constitute the same authority as that of advance approval, when the financial statement indicating the expense is presented to the President, Secretary or Treasurer of the ASSOCIATION and written disapproval is not presented to the MANAGER within thirty (30) days of the receipt of

the statement.

6. Prepare and submit monthly financial reports on modified accrual basis to the Board of Directors. The reports shall state the general condition of the ASSOCIATION. Said reports shall include but not be limited to the following:
 - "Balance Sheet" consisting of assets, liabilities, equities, and reserves
 - "Income Statement" consisting of detailed income minus expenses with comparisons to budget
 - "Check Register" of all cash disbursements
 - "Aged Delinquency" of all owners who have unpaid fees

Physical Management

1. Direct and order to be done, those things which are necessary to preserve and protect the property of the ASSOCIATION in accordance with the provisions of the operating budget, or as directed by the President of the ASSOCIATION.
2. On behalf of the ASSOCIATION, administer and recommend acceptance of the work performed by independent contractors and/or employees required for the operation and maintenance of the ASSOCIATION. Any employee, if any, hired by ASSOCIATION for ASSOCIATION shall be an employee of ASSOCIATION and not of the MANAGER. All enumeration payable to such independent contractors and/or salaries, tax and/or other expenses payable on account of such employees shall be operating expenses of ASSOCIATION and shall be paid by MANAGER out of funds of ASSOCIATION.
3. Negotiate and execute on behalf of ASSOCIATION, contracts as an agent for ASSOCIATION as may be necessary and advisable. MANAGER shall also purchase on behalf of the ASSOCIATION such equipment, tools, appliances, materials and supplies for the proper maintenance of the Association. All such purchases and contracts shall be in the name and at the expense of ASSOCIATION. Additional fees may apply, as outlined in the Administrative Charge Sheet, for contracts related to Capital Projects and Insurance Claims.
4. MANAGER shall provide specifications and obtain competitive bids for routine annual contracts that may be necessary for management of ASSOCIATION. Additional fees shall apply for this service as it applies to Capital Projects and projects related to Insurance Claims as outlined in the current Administrative Charge Sheet.
5. MANAGER shall prepare and implement a system to receive and respond to work orders requested from homeowners, and shall provide, upon Board's request, a status report.
6. Notwithstanding anything to the contrary contained in this Article and the limitations herein imposed, MANAGER, on behalf of ASSOCIATION will notify Board within 24 hours to expend any amount or incur a contractual obligation on any amount required to deal with emergency conditions which may involve a danger to life or property or may threaten the safety of ASSOCIATION and occupants or may threaten the suspension of any necessary service to ASSOCIATION.
7. The ASSOCIATION understands that MANAGER is engaged in similar management duties under contract with other Associations and property owners; and therefore, it is not intended that

MANAGER, or its designated representatives devote full-time to the business of ASSOCIATION. MANAGER shall, however, devote such time to the business of ASSOCIATION as may be necessary to cause the orderly operation thereof, consistent with sound business practice and professional standards and with due consideration to compensation paid hereunder. The ASSOCIATION also understands that MANAGER is engaged to perform services in relation to matters arising only during the term of this Agreement and that the base compensation hereunder does not cover services for matters which precede or follow the term hereof or extension hereof.

8. Everything done by MANAGER under the provisions of this Article shall be done as an independent contractor and all obligations or expenses incurred hereunder shall be for the account of, on behalf of and at the expense of ASSOCIATION. Any payments to be made by MANAGER hereunder shall be made out of such sums as are available in the banking or investment accounts of ASSOCIATION. MANAGER shall not be obligated to make any advance to or for the account of ASSOCIATION or to pay any sum, except out of funds held or provided as aforesaid, nor shall MANAGER be obliged to incur any liability or obligation for the account of ASSOCIATION without assurance that the necessary funds for the discharge thereof will be provided.
9. All vendors providing services to ASSOCIATION must provide a Certificate of Insurance (COI) and W-9 prior to payment for services being issued.
10. MANAGER shall complete one (1) property visit(s) per month for the purpose of reviewing the general conditions of common area and amenities as well as a complete review of homeowner compliance of ASSOCIATION'S governing documents.

Non-Routine Services

MANAGER will provide other services as described below. Such services will be at the request of ASSOCIATION and will be billed as outlined in the current Administrative Charge Sheet.

1. Court appearances, depositions or consultations with attorneys in connection with litigation filed or proposed on behalf or directed against the ASSOCIATION.
2. Research and coordination in connection with amending the ASSOCIATION documents.
3. Loan negotiations and/or coordination.
4. Warranty or punch list work, either in connection with claims arising against the developer of the property or against ASSOCIATION.
5. Financial projections, such as consulting work done for changes to assessment methodology, and/or changes to existing documents, and/or budgets based on projected build out for new developments.

ARTICLE IV INSURANCE

MANAGER shall, at the direction of the Board, obtain bids for insurance coverage as specified in the Governing Documents and shall recommend modifications or additions thereto. MANAGER shall cooperate in investigating and reporting all accidents or claims for damage relating to the ownership, operation and maintenance of ASSOCIATION. MANAGER shall supervise the preparation of claims, when required, and provide oversight and follow-up on applicable insurance payments. An Insurance Claim Fee, as outlined in the Administrative Charge Sheet, shall be applicable for all insurance claim management services.

MANAGER agrees to carry at its own expense:

1. Worker's Compensation Insurance in compliance with statute requirements.
2. Public Liability Insurance with minimum limits of liability for bodily injury of \$100,000 per person, \$300,000 per accident and \$25,000 for property damages. General Liability Insurance with coverage not less than \$1,000,000 each occurrence and \$2,000,000 aggregate.
3. Auto Liability Insurance with minimum limits as set forth in paragraph 2 above.
4. Fidelity Bond coverage in the amount of \$1,000,000. Such coverage is not a replacement for the fidelity coverage of ASSOCIATION as coverage may not extend directly to ASSOCIATION.
5. The premium in regard to any increase in the amount of coverage set forth in paragraph 2 above required by ASSOCIATION shall be paid by ASSOCIATION and shall be considered as an operating expense of ASSOCIATION.

ARTICLE V TERM OF AGREEMENT

1. If neither party has given the other a ninety (90) day written notice of its desire to terminate this agreement prior to the end of the initial contract term, then the term shall be automatically renewed for an additional one-year term and such renewals shall continue on a year-to-year basis unless terminated as hereinafter provided. Notwithstanding any other provision of this Agreement, this Agreement may be terminated by MANAGER or the ASSOCIATION upon ninety (90) day written notice to the other party; provided, however, that if termination of this Agreement shall occur within the initial term of the contract, an early termination fee equal to three (3) months management fee will be applicable. The early termination fee will be in addition to the transition fee that will be applicable at the time of transfer as outlined below in section two (2). All sums due to MANAGER shall be paid through and on the effective date of any such termination notice. Such fee shall not be applicable if the Association terminates this Agreement for "cause" or if MANAGER voluntarily terminates this Agreement. As used in this Agreement, the term "cause" shall mean: MANAGER becomes insolvent, committing an act of bankruptcy, becoming subject to voluntary or involuntary bankruptcy or insolvency proceedings, making or attempting to make an assignment for the benefit of the creditors, appointing or submitting to the appointment of a receiver for any or all its assets, admitting in writing its inability to pay its debts as they become due or if MANAGER is in breach of contract.

2. Upon termination, MANAGER will submit to ASSOCIATION copies of any financial or administrative records applicable to the Association which have not been previously provided, and after the Board and MANAGER have accounted to each other with respect to all matters outstanding as of the date of termination, the Board will furnish MANAGER security, in form and principal amount satisfactory to MANAGER, against any obligations or liabilities hereunder, and MANAGER will then promptly turn over all monies belonging to ASSOCIATION. Upon termination, MANAGER will charge ASSOCIATION one (1) month of management fees for the transfer and transition of ASSOCIATION.
3. For accounting purposes, termination services will fall on the last day of the month in which termination is requested. For example, a termination for August 24 will be extended to be effective on August 31.
4. No less than thirty (30) and no greater than ninety (90) days, from termination notice, MANAGER shall be required to transition property and make materials available to new management.
5. In addition, because one of MANAGER's principle assets is its employees, if ASSOCIATION, within twenty-four (24) months of termination of this Agreement hires, engages or in any way consults with the employee or former employee who acts or acted as the direct COMMUNITY MANAGER or COMMUNITY SPECIALST, ASSOCIATION will pay MANAGER a fee equal to the employee's last annualized salary paid by MANAGER as compensation for MANAGER's training and professional development of said employee or former employee. The provisions of this paragraph shall survive the termination of the Agreement.

ARTICLE VI MISCELLANEOUS

1. **Notices:** Any official notice or communication hereunder must be in writing, and shall be delivered, by registered or certified mail, return receipt requested, and shall be deemed to have been given and received three (3) days after its mailing, postage prepaid to the address listed below. Such notices or communication shall be given to the parties hereto at the following addresses:

To ASSOCIATION at the address of the President of ASSOCIATION as of the date of the notice or communication. To KUESTER MANAGEMENT GROUP at PO Box 3340, Fort Mill, SC 29716. Any party may at any time, by giving ten (10) days written notice to the other party, designate any other address as substitution of the foregoing address to which such notice or communication shall be given.

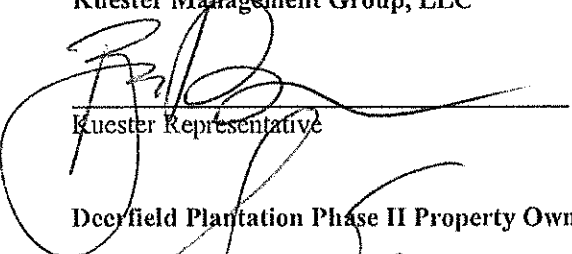
2. **Hold Harmless:** ASSOCIATION agrees to hold MANAGER, its employees, officers, assigns, and/or corporate affiliates engaged for the benefit of ASSOCIATION harmless from all claims, damages or suits, including reasonable attorney fees and costs, in connection with management of the ASSOCIATION and from liability for injuries, damages or claims suffered by any employee or other person whomsoever, including, but not limited to, any injuries or claims arising out of the operation, maintenance and use of any swimming pool, and to carry, at its own expense, necessary Public Liability and Worker's Compensation Insurance adequate to protect MANAGER in the same manner and to the same extent they protect the Board and/or the ASSOCIATION, and will name MANAGER as additional insured. MANAGER shall in no event be liable for any error in judgement or any mistake of fact or law, or for anything which it may do or refrain from doing, except in cases of

willful misconduct. The provisions of this paragraph shall survive the termination of this agreement.

3. **Scope, Partial Invalidity and Interpretations Heading and Waiver:** All covenants and agreements contained herein shall be binding upon and ensure to the benefit of both parties hereto and their respective executors, administrators, heirs, successors and assigns. This Agreement constitutes the full understanding of the parties and no prior or contemporaneous oral or written representations made by either party shall be binding.
 - a. If any of the terms of provisions of this Agreement, or the application thereof to any person or circumstance shall, to any extent, be invalid or unenforceable, the remainder of this Agreement, or the application of such terms or provisions to persons or circumstances other than those to which it is held invalid or unenforceable, shall not be affected thereby, and each other term and provision of this Agreement shall be valid and enforceable to the fullest extent of the law.
 - b. This Agreement shall be constructed in accordance with and enforced under the laws of the State of South Carolina. As required by context, reference made to the masculine shall include the feminine and neuter. The Headings are for convenience only and if contradictory to the text, the text shall govern. No waiver of a breach of any provision contained in this Agreement shall be constructed to be a waiver of any subsequent breach of the same provision or waiver of any other provision herein. This Agreement constitutes the entire Agreement between the parties hereto respecting the subject matter hereof and may be modified, amended, or otherwise changed in any manner, except as executed by the parties as provided in Article VI, Section 5
4. **Arbitration and Attorney's Fees:** Any claim, which the parties are unable to resolve, shall be submitted to binding Arbitration. In the event of any litigation between the parties in connection with this Agreement, the prevailing party to such litigation shall be entitled to all costs and expenses, including reasonable attorney's fees, incurred in connection with such litigation.
5. **Amendments:** This Agreement may be modified only in writing and must be signed by both the President and duly authorized representative of the ASSOCIATION and MANAGER.

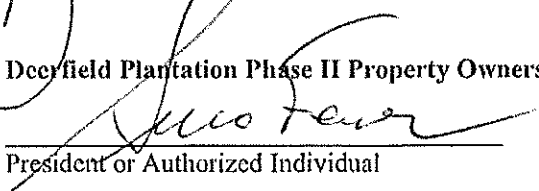
IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on this the 16th day of December, 2022

Kuester Management Group, LLC


Kuester Representative


Witness

Deerfield Plantation Phase II Property Owners Association, Inc.


President or Authorized Individual


Witness

Management Fee – Deerfield Plantation Phase II Property Owners Association, Inc

Service	Units Requested	Cost Per Month
Financial Management		\$350
Client Services	70 SF homes	\$100
Community Manager Hours	Up to 2 hours per month	\$120
Community Meetings	1 meeting per year	Included
Community Visits	Up to 12 per year	\$125
Total Monthly Management Fee		\$645 per month

Administrative Costs

Expense	Fee
Compliance Letters	\$2.40 per letter
Copies	\$.20-\$.50 per copy
Postage	Actual cost
Statements/Vendor Payment Processing	\$1.42 per statements/Vendor Payment
Milage	Billed at current IRS rate
Lamination Services	\$3.00 per page (standard 8x10 page)
Amenity Access Device Activation	\$4.40 per device (billable to homeowner)
Collection Services	½ of late fees, interest and fines collected
Delinquent Account Turnover	\$81 per account
Storage of Records	\$400 per year (billed semi-annually in Jan. & July)
Drafting of Meeting Minutes	\$75 per hour (minimum of 1 hour)
Coordination of Federal & State Taxes	Fee varies based on selected provider
Processing of Architectural Applications	\$37 per application
Coordination of Clubhouse Reservations	N/A

Professional Service Fees

Service	Fee
Additional Board Meetings/Hours	\$78 per hour
Emergency Afterhours (claim mitigation)	\$78 per hour
Preparation of IRS Forms (1099 & 1096)	\$16.50 per form
Special Assessment Billing	\$7.50 per account
Coordination of Professional Audit	\$340
Transfer of Ownership Fee	Varies (typically \$200, billable to homeowner)
Legal Litigation Coordination	\$78 per hour
Registered Agent	\$110 per year (billed annually in January)
Financial Account Management (over 3)	\$11 per month/account
Capital Project Management (over \$10,000)	10% of project
Insurance Claim Management	10% of project
Association Document Filing	\$50 per document + filing costs
Developer Turnover Fee	N/A
Non-Routine Services	\$35 to \$125 per hour
Onboarding Fee (one-time fee)	One (1) month management fee
Association Record Transfer Fee	One (1) month management fee

Prices reflected on this sheet may be adjusted for from time to time based on changes in the costs associated with services provided. Costs will not increase by more than 5% per year.

