

**Gates Four Townhouse Assn. Inc.
6775 Irongate Dr
Fayetteville, NC 28306
www.gftha.org**

November 2019

To: Townhouse Owner

From: The Board of Directors

Subject: 2020 Annual Assessments

The Gates Four Townhouse Association Board of Directors has prepared the budget for 2020 and the Annual Assessment will remain at one thousand three hundred and forty four dollars (\$1,344.00) for the year 2020. This is the same as 2019. During the Annual Board Meeting, in February of 2020, a breakdown will be provided identifying work accomplished in 2019 and projected work projected for 2020.

The Assessment is due and payable in four installments of three hundred thirty six dollars (\$336.00). The first installment is due January 1, 2020 and considered past due if not received by January 31 with a late charge of twenty five dollars (\$25.00) due (envelope must be post marked NLT January 31, 2020). The second, third and fourth installments are due April 1, July 1 and October 1 and will be considered past due if not received by the end of the month they are due with a late charge of twenty five dollars (\$25.00). Bryan and Merritt, CPA's are responsible for providing all payment records to the Board of Directors.

Make checks payable to: Gates Four Townhouse Association, Inc and must be sent to the following address:

**Bryan & Merritt, CPA's
Attn: Gates Four Townhouse Association
2510 Raeford Rd
Fayetteville, NC 28305**

I am trying to get an email address for all of you so that we can start notifying you by email and save on postage. Please email me with yours so I may add it to the mailing list. Your cooperation in this matter is appreciated and I thank you.

Sincerely,

**Margaret Jennings
GFTHA Secretary / Treasurer
marget21452@aol.com**