

**Morgan Spring Condominiums
Homeowners Association**

Important Notice Regarding Special Assessment Payment Options

This notice is provided in connection with the enclosed Special Assessment Ballot Package related to the proposed roof replacement project for the Association.

If the special assessment is approved by the membership, owners will have the option to pay their individual assessment amount either in a single payment or through a monthly installment plan, as outlined below.

Monthly Payment Option

- Monthly payments would begin on March 1
- The total assessment amount would be paid over six equal monthly installments
- Payments would be due on the first of each month from March through August

Single Payment Option

Owners may elect to pay their full assessment amount in one lump sum. If possible, this option is encouraged, as it helps the Association manage project cash flow and administrative processing more efficiently.

Each unit's total assessment amount and corresponding monthly payment amount are based on the approved Roof Replacement Cost Allocation, which is included in this ballot package.

Additional instructions regarding payment setup and timing will be provided following the conclusion of the election and confirmation of the voting results.

If you have questions regarding the payment options or your individual assessment amount, please contact management directly.

Intempus Property Management
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