

Kirby Management Group
3572 North Monroe Street
Tallahassee, Florida 32303
850-562-8708
Fax: 850-364-8628
<https://www.hoaservicesflorida.com/>

12/31/2019

Dear owners of SummerChase Condominium Association,

Please send all dues and payments to the address listed above.

- The 2020 first-fourth quarter payment is \$672.00 per quarter. All members, please remember that the board approved of a \$6 quarterly increase scheduled for the next 10 years.
- Please contact any third parties for automatic payments for dues and inform them of the \$6 increase each quarter.
- All owners mailing checks, please mail to the office of Kirby Management located at **3972 North Monroe Street, Tallahassee, FL 32303.**
- Please put the Unit number the payment is for, in the memo area of the payment.
- Owners receiving statements in the mail, please pay the \$15 quarterly fee.

Should you need any maintenance items addressed to the common element, please contact management at: kirbymanager@gmail.com or the office (850)-562-8708.

Please remember all tenants are supposed to connect the owner or Property Manager for any maintenance request. We cannot process work orders for tenants. Contact the owner or rental agency.

Thank you!

Trevino Williams II & Danny Hayes

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