

Plymouth Commons Homeowners' Association
P. O. Box 700904
Plymouth, MI 48170

February 6, 2009

Mr. and Mrs. Homeowner

Dear Mr. and Mrs. Homeowner:

Plymouth Commons Homeowner Association Annual dues for the year 2009 are \$100.00 as a result of approval of Proposal 2 in the recent ballot. This represents a temporary reduction in annual dues and is based on an annual operating budget of approximately \$250 per lot. Dues are payable by check and should be made out to Plymouth Commons Homeowners Association. Dues will be accepted immediately and become past due on March 31, 2009. Pursuant to Association by-laws, late fees begin to accrue on April 1 at the rate of \$5.00 per month. A copy of the association collections policy is enclosed for your reference.

In an effort to save our environment, improve communication and efficiently manage the time of your volunteer board members, we are earnestly seeking the e-mail address of every homeowner. Correspondence is solely related to association business and no e-mail addresses will be shared or sold. The bottom portion of this letter details the data on file for your lot. Please clip and return this with your payment of \$100.00, making any necessary additions and/or corrections to our records. Please also mark your lot number on the front of your check in the comment section.

Our annual meeting is scheduled for Monday, February 16, 2009 at the Plymouth Township Hall Board Room at 7:00 p.m. We hope you will make every effort to be present to visit with neighbors and to participate in the governance of your community.

Respectfully,

Rebecca Ufford, Treasurer
Plymouth Commons Homeowners Association

Enclosure-Collections Policy

Name **Mr. and Mrs. Homeowner** Lot No. **xx**

e-Mail **No e-mail address on file**

Corrections/Additions: