



EXCLUSIVE PROPERTY
MANAGEMENT GROUP

January 15, 2023

Dear Homeowners:

We hope this email finds you well. Please be informed that the Board of Directors of Doral Gardens Condominium has approved a special assessment in the amount of \$367,500.00. This assessment is intended to cover the expenses associated with the repairs needed for the 40-year certification, which is essential for the maintenance of the common elements of the association..

TYPE OF UNIT	TOTAL AMOUNT	INSTALLMENT AMOUNT (3)
1 BEDROOM	\$652.94	\$217.65
2 BEDROOM	\$887.27	\$295.76

Please take note of the following:

1. The initial payment for the special assessment is due on February 15, 2024.
2. The payments are divided into three equal installments; however, if you are in a financial position to pay the full amount in one lump sum, we encourage you to do so.
3. Please be aware that no coupons will be issued for this purpose. Instead, the payment will be due on the 15th of each month for three months. Payments received after the 20th of each month will be considered late and will incur a late charge of \$25.00.

Payment Methods

1. **ACH(Automatic payment):** Please see enclosed ACH form. Complete it and send it to lockbox@synovus.com.
2. **Online Payments:** Please see instructions enclosed.

***** DO NOT mail payment to our office. Do not send payment with your regular maintenance fee.**

If you have any questions or require further clarification, please do not hesitate to reach out to our office via email to cvaldes@exclusivepmg.com. We are here to assist you.

Thank you for your attention to this matter, and we appreciate your cooperation in promptly submitting the revised payments as outlined.

Claudia Valdes
On behalf of the Board of Directors
Exclusive Property Management Group
175 Fontainebleau Blvd Suite 2G1, Miami, FL 33172



5 de enero de 2023

Estimados propietarios:

Esperamos que este correo electrónico les encuentre bien. Queremos informarles que la Junta Directiva del Condominio Doral Gardens ha aprobado una evaluación especial por un monto de \$367,500.00. Esta evaluación tiene como objetivo cubrir los gastos asociados con las reparaciones necesarias para la certificación de 40 años, la cual es esencial para el mantenimiento de los elementos comunes de la asociación.

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1 BEDROOM	\$652.94	\$217.65
2 BEDROOM	\$887.27	\$295.76

Por favor, toma nota de lo siguiente:

1. El pago inicial para la evaluación especial vence el 15 de febrero de 2024.
2. Los pagos se dividen en tres cuotas iguales; sin embargo, si te encuentras en posición financiera de pagar la cantidad total en una sola suma, te alentamos a hacerlo.
3. Ten en cuenta que no se emitirán cupones con este propósito. En su lugar, el pago vencerá el día 15 de cada mes durante tres meses. Los pagos recibidos después del día 20 de cada mes se considerarán tardíos y conllevarán un cargo por mora de \$25.00.

Métodos de Pago:

1. **ACH (Pago automático):** Por favor, consulta el formulario ACH adjunto. Compéltalo y envíalo a lockbox@synovus.com.
2. **Pagos en línea:** Consulta las instrucciones adjuntas.

***** NO envíes el pago por correo a nuestra oficina. No incluyas el pago con tu cuota regular de mantenimiento.**

Si tienes alguna pregunta o necesitas más aclaraciones, no dudes en ponerte en contacto con nuestra oficina por correo electrónico a cvaldes@exclusivepmg.com. Estamos aquí para ayudarte.

Gracias por tu atención a este asunto, y apreciamos tu cooperación para enviar los pagos revisados de manera oportuna según lo indicado.



Association Banking Services, Association Pay (ACH) Authorization

Sign up to automatically pay your association payment from your checking or savings account at any U.S. bank financial institution.

To enroll-Complete this authorization form and attach a voided check. Mail this form to Synovus / Association Banking Services, **P.O. Box 1030, Lehigh Acres, FL 33970**, or email to lockbox@synovus.com

Association Pay Terms and Conditions:

- You are enrolling in Association Pay to authorize recurring payments through electronic funds transfer by ACH debit entries.
- When your payment is due, your account is debited automatically on the 3rd of the month. If the 3rd is on a weekend or holiday, your account is debited the next business day.

*******IMPORTANT - PLEASE BE SURE TO SPECIFY START DATE OF YOUR DEDUCTIONS*******

Association Pay Authorization for ACH debit			
Association Name: DORAL GARDENS CONDO – SPA		Account # & Amt	
Bank Account Owner Name:		Phone #	
Property/Mailing Address:			
City, State, Zip		Email Address:	
Bank Name:	Bank Routing #:	Account #:	
<p>I have read and agree to the terms and conditions provided and I am authorized to initiate transactions on the account information provided. I understand that I am authorizing the above-named Association to debit the account provided to collect Association Payments. NOTE: I acknowledge that the origination of ACH transactions to my account must comply with the provisions of U.S. law. This authorization is to remain in full force and effect until condo/Homeowner Association has received written/verbal notification from me of my termination of this authorization.</p> <p>PLEASE NOTIFY lockbox@synovus.com or contact your HOA/Property Management Co. to cancel your ACH. Please give 5 business days for current month to cancel.</p>			
Signature:		Date:	
Please specify START DATE to begin ACH debit:			

Go to: <https://fcb1923epay.com/find>

- Type in codes below exactly as shown (without any zeros)

Co ID: **1450**

Location ID: **SPA**

Account #:

*After you enter all information it will ask you to register your account number by creating a PIN



Please enter the following information found on your payment coupon.

Payments may take up to five business days to process and post to your account. We recommend all payments be submitted at least five business days before the due date indicated on your invoice or coupon to avoid late charges.

Company ID

Location ID

Account #

Email Address

SEARCH

[Already Registered? Login Here](#)

Payment Preferences

Type		Convenience Fee	Maximum Payment
Credit		2.95%	\$3,000.00
Debit		\$4.95	\$3,000.00
eCheck		\$5.00	\$3,005.00