

**Park West Community Association**  
c/o Summit Management Services, Inc., AAMC  
8405A Richmond Highway, Alexandria, Virginia 22309  
(703) 360-0904

**NOTIFICATION OF 2017 SPECIAL MAINTENANCE ASSESSMENT**

Date: March 10, 2017

Dear Homeowner,

The Members of the Association have voted in favor of the 2017 Special Maintenance Assessment in the amount of \$600. The approved assessment is applicable to every owner within the community.

Payment of the assessment may be made through one of two methods:

1. By a physical check mailed to:  
Summit Management  
c/o Alliance Bank  
P.O. Box 95366  
Las Vegas, NV 89193  
Include Association Code, PWC<sub>2</sub> and Account Number (Your Address)
2. By an electronic transfer set up by you.

**Please note – for those owners set up on automatic drafts for your quarterly payments – automatic debit IS NOT an option for the special maintenance assessment.**

Schedule of payments for the special maintenance assessment may occur through one of two options:

1. Pay in full the \$600 by April 30, 2017
2. Pay in three equal payments of \$200:
  - a. \$200 due by April 30, 2017
  - b. \$200 due by July 1, 2017
  - c. \$200 due by October 1, 2017

This is the only notice you will receive on the special maintenance assessment amount and schedule.

Payments for the regular and special maintenance assessments may be combined.

This approved special maintenance assessment will allow the last two phases of the repaving project to continue as contracted in August 2016. The streets and parking areas of the community are currently planned to be paved during July 2017. Further information and details will be forthcoming as we finalize planning for the last two phases of the overall project.

Should you have any questions, please do not hesitate to contact Lori Randall at Summit Management Services at (703) 945-1425 or via email at [lori.randall@summitmanage.com](mailto:lori.randall@summitmanage.com).

Sincerely,

Board of Directors  
Park West Community Association, Inc.