



March 24, 2023

Dear Owner:

***RE: Evergreen Homeowners Association Annual Fees – 2023***

As a property owner in the Community of Evergreen you are a member of the Evergreen Homeowners Association. The HOA is a not-for-profit organization which manages assets owned by the Evergreen Homeowners Association for the benefit of Evergreen Residents. An encumbrance is registered on all property titles in Evergreen in favor of the Homeowner's Association to ensure annual payments are provided in accordance with the Articles of Association. Membership is mandatory and applies to each and every property owner in Evergreen. We encourage all residents to view [www.evergreenhoa.ca](http://www.evergreenhoa.ca) for additional information and resources.

Based on the estimated 2023 annual operating costs, fees have been set at **\$100 + GST = \$105** for the fiscal year January 1, 2023 - December 31, 2023. Fees will be determined annually by the Board of Directors and will depend on the annual operating budget. A summary of the 2023 operating budget is included on the reverse and outlines the 2023 expenses. A copy can also be found on [www.evergreenhoa.ca](http://www.evergreenhoa.ca)

**In addition, please find your personalized Annual Fee Invoice enclosed with instructions on how to pay. Please note, interest is applied to all outstanding accounts as of July 1, 2023.**

**If you have sold this property** – the Association has not been made aware of a change in ownership. Please have the Lawyer involved in the transaction contact Core Real Estate Group at the number listed below. The Articles of Association requires all Homeowners to notify the Association of all ownership changes. Failure to do so may result in interest and legal fees levied in your name.

If you have not registered for an online account, please visit [www.evergreenhoa.ca](http://www.evergreenhoa.ca) and click 'My Account' to create a profile. Once a profile has been created, please contact Core Real Estate Group at the number below to link your account to your property. Alternatively, please complete the included Owner Information Form and return to Core Real Estate Group.

Please contact the Evergreen Homeowners Association at the number listed below or by email at [info@coremanagement.ca](mailto:info@coremanagement.ca) should you have any questions or to update our records.

Sincerely,  
***Evergreen Homeowners Association***  
Board of Directors

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**THIS COMMUNITY IS PROUDLY MANAGED BY CORE REAL ESTATE GROUP**

Division of Core Management Group Inc.

Office Address: 1250, 5555 Calgary Trail, Edmonton, AB T6H 5P9

Phone: 780.651.1577 [www.coremanagement.ca](http://www.coremanagement.ca)



## 2023 BUDGET

<u>Revenue</u>	\$	\$
2023 Membership Fees (262 Lots at \$100)	26,200	
2023 Pro-Rated Membership Fees (25 Lots at \$50)	1,250	
<b>TOTAL ESTIMATED REVENUE</b>		<b>27,450</b>
<u>Expenditure</u>		
Repairs & Maintenance		
- Fencing	750	
- Lighting	1,500	
Utilities	3,480	
Landscaping	17,025	
Admin		
- Management Fees	18,000	
- IT & Administration	4,793	
- Annual Fee Printing & Mailout	1,571	
- AGM Costs	0	
- Merchant Fees	795	
<b>TOTAL ESTIMATED OPERATING EXPENSES</b>		<b>47,914</b>
<b>Excess of Revenue Over Expenses</b>		<b>-20,464</b>
<i>Please note, any deficit will be funded through an interest free loan from Melcor.</i>		

### Collections Procedures 2023

1. **Fees Due May 1**
2. **July 1**  
Interest is applied to all outstanding accounts (16% per annum).
3. **August 1**  
Interest is applied to all outstanding accounts - Final Notice
4. **September 1**  
The Homeowner's Association reserves the right to hand over outstanding accounts to legal counsel for collections.

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