CRESTMONT
—
Homeowners'
Association

Reference: Crestmont Homeowners' Association Encumbrance Fees

Dear Sir/Madam:

Thank-you for your inquiry regarding the Crestmont Homeowners' Association (CHOA) annual fees.

The fiscal year of CHOA is **January 1 to December 31** of every calendar year. Fee notices will be mailed out annually and fees are levied effective **January 1** of each year. Interest charges begin accumulating on overdue accounts as of **February 1** of each calendar year at a rate of 18% per annum, calculated and compounded monthly.

Fees for 2025 are $350.00 + GST ($367.50 including GST) and are subject to change, in accordance with CHOA Bylaws. The buyer's initial encumbrance fee is pro-rated from possession date to year end (December 31) and is payable buy the buyer in one lump sum, upon closing. Subsequent encumbrance fees (after the buyer's first year of occupancy) must be paid in one lump sum on an annual basis.

Please complete the below portion and forward to the CHOA Administrator at admin@crestmonthall.com. Once we have replied, kindly remit the fees due to our offices.

Please note there is a **$45+GST** charge for completing this service, payable to the office either by cheque or credit card over the phone.

CHOA Encumbrance Fees Information Request

Law Office: _____

Contact Name: _____

Phone: _____ Email: _____

Acting on Behalf of: **Buyer ☐**   **Seller ☐**

New Construction Build ☐   **OR**   **Re-Sale Transaction ☐**

Municipal Address (including Postal Code): _____

Present Owner's Name: _____

Buyer Information (please complete in full)

Name(s): _____

Phone: _____ Email: _____

Possession Date: _____

To be completed by Crestmont Homeowners' Association

New Build:

CHOA Encumbrance Fees	January 1st – December 31st Annual Fee: $350 + GST	= $367.50 Total Due Annually
Total Fees Due and Payable as of (Date): _____	Dated From_____ to December 31 Number of Days: _____ Base Amount: $_____+ GST: $_____	<mark>**Total Due (including GST)**</mark> = $_____ _____ **Payable to:** **Crestmont Homeowners' Association**

Resale:

☐ **Paid in Full** for current fiscal year

☐ **Overdue**; the balance owing as of today is $_____

Total amount due upon closing: $_____