

May 29, 2020

<Member's name inserted here>
<Member's address inserted here>
Independence, MO 64057

RE: NO MORE SURCHARGES

Dear Member:

The surcharge program that was implemented here at Highleah Townhouses, Inc. is no longer applicable to the property and will cease effective 5/31/2020 (end of the current fiscal year). Effective June, 1, 2020, there will be no more surcharges added to your ledger. Review the chart below for the current carrying charge rate:

	<u>Carrying Charge</u>
One Bedroom center	\$533.00
One Bedroom end	\$536.00
Two Bedroom center	\$547.00
Two Bedroom end	\$550.00
Three Bedroom center	\$560.00
Three Bedroom end	\$563.00

If you have already paid carrying charges, plus surcharge, for the month of June, rest assured your overage will be held as a credit on your account. You will be able to use this credit against July's carrying charges. Please let us know if you have any questions about these changes.

Sincerely,
On behalf of
HIGHLEAH TOWNHOUSES, INC.

Andria Knapp
On-Site Manager

cc: Board of Directors