



cambridge

Property Management of Southwest Florida

January 20, 2023

Re: The Masters at Pelican Sound Neighborhood Association, Inc.
Notice of Loss Assessment
Homeowner Action Required

Dear The Masters at Pelican Sound Homeowners,

Enclosed you will find copies of the Minutes of Board of Directors meeting held on December 9, 2022 at the Pelican Sound Clubhouse. The purpose of the meeting was to approve a loss assessment in the amount of \$40,820.00 with each home paying their per rata share at a cost of \$408.20 per home.

At the time the Loss Assessment was levied, the Board of Directors provided each owner with two payment options. The first option is to pay the Loss Assessment in equal installments with their regular quarterly maintenance fees. The second option was to pay the full amount in a one-time payment.

You have previously been informed at Board Meetings that you may have Loss Assessment coverage in your homeowner HO-3 Insurance Policy under "Loss Assessment Coverage" which will allow you to submit a claim and receive reimbursement for the loss assessment minus your deductible. If you have not done so already, please contact your insurance carrier to confirm coverage and file your claim.

Most Insurance Carriers will require a copy of the loss assessment billing and possibly a copy of the Meeting Minutes at which the loss assessment was adopted. You will have received an invoice from Collier Financial for the Loss Assessment charge and a copy of the Meeting Minutes is enclosed with this letter.

Please feel free to contact us if you should have any questions or should your Insurance Carrier require additional information.

Thank you in advance for your cooperation in this matter.

Thank you,

Heather Keel, CAM