

MEMORANDUM

THE OWNERS, STRATA PLAN VIS 40
STRATA NAME SHANGRI-LA

December 28, 2021

SPECIAL LEVY PAYMENT INSTRUCTIONS

Special levy was approved at our Special General Meeting on October 28, 2021. As per our SGM Minutes "The Special Levy shall be due and payable in three (3) equal payments, the first payment due on the 1st day of December 2021, the second payment due on the 1st day of January 2022, and the third payment due on the 1st day of February 2022."

Payment 1 due December 1, 2021	Payment 2 due January 1, 2022	Payment 3 due February 1, 2022	TOTAL SPECIAL LEVY
\$ 1,724.14	\$ 1,724.14	\$ 1,724.14	\$ 5,172.42

Please make your payment directly to Gibraltar Management's office. There are four (4) different ways to make your payments;

1. Email Alan Reakes at Gibraltar Management and give him instructions to deduct the entire amount directly from your financial institution.
2. Email Alan Reakes at Gibraltar Management and give him instruction to deduct the three (3) installment amounts directly from your financial institution.
3. Drop off one cheque to Gibraltar Management's office for the entire amount for a one time payment.
4. Drop off three (3) cheques to Gibraltar Management's office for installment payments with dates noted on our SGM minutes.

Gibraltar Property Management Information:

Property Manager, Alan Reakes: alan@gibraltarmanagement.ca

Address: 201-2840 Nanaimo Street Victoria, BC V8T 4W9

Phone: (250) 380-3815

If you have any questions, please send an email to Council at council@strata40.ca

Prepared by: Strata Council