



Properly Managed

12/17/21

TO: ALL SYRC Members
FR: SYRC Board of Directors
RE: Dues Payment Reminder...

Hello SYRC Members;

We wanted to **double** remind you that beginning in January 2022, the SYRC dues will be increasing from \$118/month to \$129/month.

Please make sure to update your automatic payments to reflect these new charges and change. If you would like to sign up for an *AppFolio* account to manage your association dues with more efficiency and ease, contact Nick Hofmann, the SYRC property supervisor at nhofmann@lbpm.com.

For members who mail in check payments: Please be aware that the USPS along with many mail carriers are seeing *significant* delays in sending and receiving mail. First class mail is taking as many as 10 days to reach its destination at this time.

SYRC payments are due by the *first* of the month, every month. Payments received after the end of business on the 15th of each month will *automatically* be charged a late fee. So however you choose to make your payments, *please* take this into account and plan accordingly.

Finally - please note that neither LBPM or SYRC receive, process, handle or receive payments directly when checks are mailed for dues. These payments are directly handled by the SYRC bank - Pacific Western Bank. No one in management has any access to them. The address you are sending to is a Bank address. The Bank processes your payment and updates Management Records electronically. So neither the SYRC or LBPM have any involvement in this process.

Please contact Nick Hofmann directly at 818-793-2004 or nhofmann@lbpm.com if you have any questions about the SYRC billing process or you need assistance with your account.

Happy Holidays!

Nick Hofmann

Director - HOA Client Services, CCAM

On Behalf of Willie Midgley, GM

And the Board of Directors - SYRC