

Royal Lakes Property Owners Association, Inc.

c/o ShaBen & Associates, Inc.

P.O. Box 3189

Suwanee, GA 30024-0989

Phone: (770) 271-2252 Fax: (770) 271-8433

Date:

To:

From: ShaBen & Associates, Inc.

Re: Closing Address:

Closing Date:

1. The 2022 Annual Property Owners' "General Assessment" Dues for the Royal Lakes Property Owners Association is \$350.00 and due March 31st each year. This fee covers calendar year and is mandatory.

_____, **(Sellers)**, have PAID \$_____ toward the 2022 annual assessments on this property. Please collect the following from the **Sellers**:

2022 Assessments:	\$_____
Late Fee & Interest:	\$_____
Total Amount Owed from Seller:	\$_____

In addition to collecting the above stated amount from the Sellers, please prorate the **Buyers**, _____ based on the **\$350.00 fee per year**.

2. There is a one-time initiation fee of \$350.00 that must be collected from the purchaser.

There are no Transfer Fees.

There are no property owner utilities included in POA dues.

Make Letter Prep Check Payable To: **ShaBen & Associates**

Preparation Check Amount Should Be: \$_____

Make Association Check Payable to: Royal Lakes Property Owners Association

Association Check Amount Should Be:

2022 Assessments	\$_____	(Seller)
<u>Initiation Fee</u>	\$ <u>350.00</u>	(Buyer)
Total Owed	\$_____	(Items 1&2)

Mail HOA Dues, Initiation Fee, Clearance Letter Check (all fees listed above) to:

**Shaben and Associates, Inc.
P.O. Box 3189
Suwanee, GA 30024-0989**

Please forward us a copy of the warranty deed so that we can verify transfer of title.

Royal Lakes Country Club “Community Membership” Assessment

3. Properties in the Royal Lakes POA are subject to a required Country Club “Community Membership” Assessment that is administered separately from the community’s “General Assessment” by the Royal Lakes Golf & Country Club. Please see further details below:

The Royal Lakes POA’s Country Club “Community Membership” Assessment is a Mandatory Fee that it is administered and billed directly by the Country Club. For questions regarding the Association’s Country Club Community Membership Assessment please contact the Club at: (770) 535-8800 or michael.curley@royallakesgolfcc.com.

The Country Club Assessment is **\$945.00 per year**. This assessment is paid directly to the club in either monthly, quarterly, or yearly installments at the property owner’s discretion via check, credit card or debit card, bank auto draft or bank ACH. Any future Community Membership assessment increase is limited to 5% or less per year, and annual increases are not automatic.

4. In addition, there is a “Club Minimum Spend per Quarter of \$60.00”, which can be used for food, beverage, merchandise, or special events tickets. The Country Club Assessment entitles the owner the use of the club facilities including the pool, tennis courts and club facilities. The spend amount can be used for food in the restaurant or pub or in the golf pro shop.

Please direct payment for the Country Club Assessment to:

**Attention: Michael Curley
Royal Lakes Golf & Country Club
4700 Royal Lakes Drive
Flowery Branch, GA 30542**

This closing letter is good through_____.