



#204 - 3304 - 32nd Ave
Vernon, BC V1T 2M6

TEL 250 542-1533
FAX 250 549-2533
info@accentpm.ca

September 1, 2019

To: All Owners (The Rise)
Bella Vista Services (2017) Ltd. (BVSL)
c/o Seacliff Properties (Rise) Ltd.
#305 - 1788 West 5th Avenue
Vancouver, BC V6J 1P2

Re: Administrative Services for BVSL

Dear Owners,

This letter is to advise you that Accent Property Management Ltd. (APM), has been selected by BVSL to provide administrative services (assisting with financial, maintenance and administrative issues) to the community related to the service provide by BVSL under the Rent Charge effective September 1, 2019. We look forward to working together. APM will be acting on behalf of all owners within The Rise who are covered by the BVSL Rent Charge, and will be operating under the control of the directors of BVSL, and per the terms of the Rent Charge on title of your lots. If you have any questions related to corporation matters, we will be happy to assist in answering them via email or telephone or after consultation with BVSL directors depending on the nature of the inquiry.

New bank accounts are being set up at the Bank of Montreal (BMO) branch in Vernon in September, and as such updated Pre-Authorized payment forms will have to be completed. Please note that payment of your Rent Charge continues to be due on the first day of each month and should be forwarded to the address below, payable to "Bella Vista Services (2017) Ltd". Fees must be paid in the amount per lot according to the registered Rent Charge, \$52.50 (includes taxes) for undeveloped lots and \$147.00 (includes taxes) for developed lots. Please note that the PAD agreement you have in place will remain until such time as you complete and return the enclosed new PAD form, at which time your old agreement will be cancelled.

Those owners who wish to pay any applicable fees by Pre-Authorized Debit may sign the provided PAD form. Forms or one-time payments can be mailed or delivered to our office at:

Bella Vista Services (2017) Ltd
c/o Accent Property Management Ltd.
#204, 3304 32nd, Avenue
Vernon BC V1T 2M6

Please remember that the Rent Charge is specific to maintenance, not installations, refurbishment or improvements of your landscape. If you have any questions related to fee payments or maintenance matters of items covered by the Rent Charge or other inquiries, please make these inquiries **in writing** to our office (or via email (info@accentpm.ca)). Please clearly identify "**BVSL**", **your name and address in the subject line of your email**. **Note:** Accent Property Management will not be providing building plan reviews or building scheme approvals but can provide contact information for the contractor assisting owners with review of plans. **A website will be made available within ~90 days for the community to review available records, make inquiries, and get information on frequently asked questions. Provision of your email address on the updated contact form is necessary to provide you with access to the secure site.** We will contact you via email when the site becomes available for your use.

Emergencies calls should be made directly to 911, while urgent matters such as irrigation water leaks can be phoned in to our office at 250-542-1533 (ext. 0) and as necessary the on-call property manager can be paged 24 hours per day. Regular correspondence or inquiries will typically be responded to after consultation with the directors of BVSL depending on the nature of the inquiry.

Our management team would like to thank BVSL and the owners of The Rise for permitting APM to assist with the administration of your corporation. We look forward to working together with directors of BVSL and home owners, in carrying out our administrative responsibilities.

Sincerely,
ACCENT PROPERTY MANAGEMENT LTD.

Per


Geoff Halvorson
President Accent Property Management Ltd.