

PARK EAST HOME OWNERS ASSOCIATION, INC.
C/O GABLES PROFESSIONAL MANAGEMENT CO.
300 ARAGON AVENUE, SUITE 370
CORAL GABLES, FLORIDA 33134
TEL. (305) 441-0904

December 2024

Dear Park East Home Owners:

On behalf of Gables Professional Management, we would like to take this opportunity to wish all the residents a **Happy Holiday Season and Prosperous New Year.**

Please take note that payment coupons will not be provided for the 2025 year as many homeowners are taking advantage of the opportunity to submit payments online and reduce operating expenses. However, for your convenience, we have enclosed herewith payment stubs; simply add your account number & property address and include the payment stub with your check when submitting payments via mail.

Enclosed please find the 2025 Budget approved by the Board of Directors on November 26, 2024. As determined by a majority vote on the general meeting, the 2025 budget will remain the same as the 2024 budget. However, the required amount for the reserve, as mandated by Florida law, will be collected through a Special Assessment.

Please remember that payments are due on the 1st of the month. If payment is received after the 10th of the month, a late fee of \$20.00 will be applied to your account.

For your convenience, we offer the following payments options;

- **Payment Online:** For on line "owners' access" and be able to pay on line, view your account balance, change your mailing address (if different) and view your association documents, please email access@gablesprofessional.com and provide your name, community name, unit address and email address.
- **Mailing Payment to the Management Office:** Make the check payable to Park East Home Owners Association, Inc. Mail your payment along with your payment stubs to 300 Aragon Avenue, Suite 370 Coral Gables, Florida 33134. If you have a balance pending with the Association, please send payment in full prior to the end of this year.
- **Bill Pay** - If you use bill pay, please take a moment to confirm with your bank that the mailing address to send payments has been updated to 300 Aragon Avenue, Suite 370, Coral Gables, Florida 33134.

Additionally, we are requesting that all Homeowners provide an updated Homeowner Contact Information Sheet. Please complete and return the enclosed form to our office at the address located above or email to info@gablesprofessional.com.

Thank you.
Accounting Department

Gables Professional Management/Accounting Department

300 Aragon Avenue, Suite 370 * Coral Gables, FL 33134 * TEL: 305-441-0904