



Working with you as a Residents' Association

Once you have been formally recognised as a Residents' Association by the Freeholder you are able to work together as a Residents' Association to put forward views on aspects of the management of your property.

At SPL Property Management, we will work with you in the following ways:-

- 1) We will require you to nominate a Chairperson for the Residents' Association and it is with that Chairperson with whom we will correspond.
- 2) Once the budget has been drafted for the new financial year, we will send a copy to the Chairperson for comments. The Chairperson will need to seek the views of all members of the Residents' Association and then compile one response to reflect the majority view. We will consider those comments and issue one response to provide clarification or confirmed amendments.
- 3) Following issue of accounts for the financial year, the Chairperson may, again, collect the views of members of the Residents' Association and submit one e-mail to the Property Manager. This will be considered, and one response issued with any further clarification on figures.
- 4) During the year, the Property Manager will keep the Residents' Association apprised of significant works to the property by way of an e-mail update, not more than once per month.
- 5) Similarly, the Chairperson of the Residents' Association may collate the views of the members and submit an e-mail to the Property Manager for consideration and response not more than once per month.
- 6) These points are in addition to your legal rights as a fully recognised Residents' Association.

We will work with you as a Residents' Association but any work which is over and above the points set out above, or that we consider to be in addition to the usual management work for the property, will incur additional management fees.