



Ottawa Carleton Standard Condominium Corporation No. 803

Managing Agent
UCCM
18 - 1010 Polytek Street
Ottawa, Ontario
K1J 9J1

Administration Fees & Lockbox Agreements

Dear Owners:

Please find appended; a consolidation of the various fees relating to your Corporation and the Amenities shared with O.C.S.C.C. 878. While you will be familiar with some of these fees, the other fees will be applied effective immediately to offset the costs of services, which experience has shown, is being provided by the Corporation staff.

With regards to lockboxes, the extra work is onerous and is being done as a courtesy to owners who are selling their units. However the casual use of lockboxes by the real estate sales industry is undesirable; hence the new agreements which the Corporation will require before lockboxes are allowed on the property. Lockboxes found on the property without this agreement will be removed and discarded without notice.

This information will be posted on the Corporation's website.

All fees are payable to O.C.S.C.C. 803.

Thank you,

A blue ink signature of Mike Fraser, consisting of a stylized 'M' and 'F' followed by a horizontal flourish.

Mike Fraser, ²⁰YEAR RCM, ACCI
Per: Board of Directors

August 9, 2024

Continuously Caring for your Community
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