

September 13, 2006

TO THE OWNERS

**The Hub
Strata Plan BCS 1106**

We are pleased to introduce **RE/MAX Property Management Services** as the management agents for Strata Plan BCS 1106 effective **October 1st, 2006**. We realize that there are many management companies from which to choose, and we appreciate the opportunity to be of service to you.

We are working with your Strata Council to ensure a smooth transition in management and request that all written correspondence, payment of strata fees, telephone inquiries, etc. be directed to:

**Strata Corporation BCS 1106
c/o RE/MAX Property Management Services
#110 – 6086 Russ Baker Way
Richmond, BC V7B 1B4**

Attn: Ken Armstrong, Property Manager

**Phone: (604) 821-2999
Fax: (604) 821-1822**

E-mail: karmstrong@mypropertymanager.ca

Our office is open Monday to Friday from 9:00 a.m. to 5:00 p.m. We are also available for emergency calls 24 hours a day. If there is an emergency after hours, please call 821-2999 and request that Ken Armstrong be paged.

At **RE/MAX Property Management Services**, we are committed to leading the way in the property management industry by providing a level of service, integrity and performance that is unmatched by our competitors. Our clients are our most important assets and we recognize that in order to maintain the highest level of service, communication between you and your property manager is extremely important. If you have any suggestions, comments or questions please feel free to call or send us a letter. We will respond to all correspondence and we are always available to take your calls.

Monthly strata fee payments may be made by cheque (made payable to "Strata Plan BCS 1106"), or by pre-authorized payment. Should you wish to pay your strata fees automatically from your chequing account, please complete the enclosed Pre-Authorized Payment form, attach a void cheque and return to our office by mail or fax. Please note that if your strata fees have been paid by pre-authorized payment previously, those payments will be discontinued by your previous management company and you must fill out a new form in order for your Oct. 1st strata fee payment to be processed on time.

Should you have any questions, please do not hesitate to contact Ken at 604-821-2999 or via email at karmstrong@mypropertymanager.ca.

Sincerely,

RE/MAX Property Management Services



Ken Armstrong
Property Manager

Encl. Pre-Authorized Payment Form
Owner Information Form

Important Strata Fee Payment Information

We will make every effort to ensure that the transition to RE/MAX is as smooth and seamless as possible. To ensure that the payment of your monthly strata fees continues uninterrupted, please note the following:

- If you have previously made payments by automated debit from your bank account (pre-authorized payment plan), you must fill out the enclosed form and attach a void cheque – your previous payment plan has been discontinued.
- If you have already delivered a series of post-dated cheques to your previous management company, we will arrange to pick up those cheques and your strata fee payments will continue uninterrupted.
- All cheques for strata fees should be made payable to your strata corporation, "Strata Plan BCS 1106".

