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Village Shires **Community Association** Newsletter

> WINTER ISSUE 2015 BUDGET

2015 BUDGET ISSUE

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To all VSCA members:

The Audit and Budget Committee is pleased to submit a budget with just a \$3.00 increase for the year 2015. Once again, we reviewed all line items that affect the budget and allocated what is needed for each without cutting services. Our capital reserve fund continues to remain strong and insures a stable financial

picture for the future of our community. The 2015 quarterly fees will be as follows;

> Single Homes......\$129.00 Town Homes......\$133.00 Condominiums......\$124.00

> > Wishing everyone a Great Holiday Season!!!! Bill VonRohr, Audit & Budget Chairperson

Letter from the VSCA Board President.

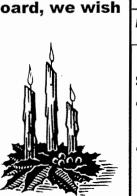
Hello everyone,

Here we are again bringing another year to a close. It was another good year, no major problems occurred and we were able to repave our Bridleridge roads and re-surface one of our tennis court locations. As you can see, we had lots of trees removed and many new ones have been planted and we are not done yet.

As we move into 2015, our hope is that you continue to enjoy your living experience here in Village Shires and, on behalf of the entire Village Shires Executive Board, we wish you well into the coming year. I want to remind everyone, for the sake of our children, to please drive slowly and carefully as you drive through the community.

Have a Happy Holiday and a great New Year!! Bill VonRohr,

President, VSCA Executive Board



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Special points of interest:

- 2015 VSCA Approved Budget
- Various ways to make your payments

Village Shires Community Association Budget 2015 APPROVED BUDGET

2010 ALLINOVED BODGET		
	Approved	Approved
	Budget	Budget
	2014	2015
REVENUE:		
Association Fees	794,728	813,844
Late Fees	13,000	13,000
Guest Fees/Non-Member Assessments	1,200	1,200
Clubhouse Rental	5,000	3,500
Advertising	2,400	2,400
Management Fees:	2,.00	2, .00
Administration	190,884	193,923
Landscaping	175,216	179,786
Nutsedge Application (34 acres)	0	0
Landscape special projects	6,500	6,500
Snow Removal	93,432	101,127
Miscellaneous Revenue	33,432	101,121
Resale Documents	10,000	10.000
Snow Removal Northampton Twp	•	10,000
Misc. (Fines & Other)	10,595	10,912
Legal Income	1,500	1,500
Interest Income	7,000	20,000
Maintenance Revenue	500	400
	17,288	17,518
Prior year surplus	25,265	25,000
TOTAL REVENUE	1,354,508	1,400,610
		•
OPERATING EXPENSES:		
ADMINISTRATIVE:		
Professional Management Fee	325,573	330,758
Office Expense	15,446	15,446
Legal Expense	7,000	22,000
Audit Expense	2,300	2,300
Reserve Study		
Federal Income Taxes	500	500
Telephone & high speed internet	4,000	4,000
Office Security System	754	754
Meeting Expense	1,500	1,500
Contingency		
TOTAL ADMINISTRATIVE	357,073	377,258
COMMUNICATION:		
Printing	2 002	2 002
Collating	3,003	3,003
Postage	2,834	2,834
•	7,033	7,033
Good Neighbor Award	160	160
TOTAL COMMUNICATION	13,030	13,030

WINTER ISSUE

Village Shires Community Association Budget 2015 APPROVED BUDGET

2015 APPROVED BUDGET	Approved Budget 2014	Approved Budget 2015
OPERATING EXPENSES		
LAND MAINTENANCE:		
Ground Maintenance		
Salaries - Site Crew	254,170	270,561
Salary & Taxes - Turf Application	4,420	4 ,5 08
Payroll Taxes	25,417	27,056
Operating Insurance	33,255	33,655
Health Insurance	33,191	31,184
Outside Contractor - Specialty		
Mulching	74,515	76,377
Fertilizer		
In-house Fertilizer Purchases	21,590	23,649
Nutsedge Application		
Annuals	7,846	7,846
Total Ground Maintenance	454,404	474,838
Tree Maintenance:		
Spraying	7,473	7,473
Plant & Replace	1,000	1,000
Pruning	2,000	2,000
Total Tree Maintenance	10,473	10,473
Maintenance Site Work		
	9,680	9,680
Groundskeeper Salary Groundskeeper - Bed Maintenance	3,000	5,000
Payroll Taxes - Groundskeeper	968	968
Street Sweeping	2,394	2,394
Site Crew Miscellaneous	6,669	7,940
Specialty Work In-House	7,949	7,965
Landscape Damage	2,000	2,000
Snow Removal	170,000	184,000
Total Maintenance Site Work	199,661	214,947
General Site Work:		
Common Area Maintenance Expense	2,000	2,000
Maintenance Salary	41,838	35,741
Maintenance Taxes	4,184	3,574
Cleaning Supplies	1,600	1,600
Site Light Repair Supplies	0	0
Site Light Operations	7,000	7,000
Traffic Sign Cost	0	0
Total General Site Work	56,622	49,915
Tweek 9 Familian and Country		
Truck & Equipment Costs:	44 500	44.500
Gas & Oil Landscaping	14,500	14,500
Gas & Oil & annual inspection handyman van	2,000	2,000
Truck & Equipment Repairs	10,000 0	10,000 0
Equipment Costs	1,798	_
Tool Expense	1,750	1,895
Total Truck & Equipment Costs	28,298	28,395
TOTAL LAND MAINTENANCE	749,458	778,569
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Village Shires Community Association Budget 2015 APPROVED BUDGET

	Approved Budget 2014	Approved Budget 2015
		2010
OPERATING EXPENSES :		
POOL & RECREATION:		
Pool Service	110,750	110,750
Chlorine	. 0	0
Security	7,700	7,700
Pool Maintenance	2,000	2,000
Club and Pool Furniture Repairs	0	_,;;;
Pool Tags	2,000	2,000
Clubhouse Utilities	25,000	22,650
Clubhouse Maintenance	2,000	2,000
Trash Collection	3,000	3,000
Insurance	20,998	20,152
Tennis Court Maintenance	0	0
Recreation Activities	1,500	1,500
Equipment - Tot Lot Maintenance	0	0
TOTAL POOL & RECREATION	174,948	171,752

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TOTAL REVENUE	1,354,508	1,400,610
EXPENSES		
ADMINISTRATIVE COMMUNICATION LAND MAINTENANCE POOL & RECREATION	357,073 13,030 749,458 174,948	377,258 13,030 778,569 171,752
SUB-TOTAL	1,294,508	1,340,609
RESERVE CONTRIBUTION	60,000	60,000
TOTAL EXPENSES	1,354,508	1,400,609

SIGNALS FROM THE DUGOUT

"Managers Message" to all Owners regarding procedures for making payment to your account

As always, payment coupons will be mailed directly to your homes or billing address for off site owners. Please make note of your account number and write it directly on your check. It also helps us to have your Property designation number on it as well (60) for single homes and townhomes, (61) Signal Hill, (62) Beacon Hill, (63) Hamlet, (64) Tamerlane, (65) Heritage Place, (66) Canterbury Croft and (67) for Old Jordan Woods.

We offer several payment options for making your Association payments.

There are four ways to go about making your payments:

- 1. Pay by check by mail (or by dropping it off) at the VSCA Mgmt office located in our Main Clubhouse, near the pond, at 3001 E. Village Rd., Holland PA 18966. (24 hour drop off to right of entrance)
- If you already have your own bank paying your fees by Bill-Pay or an E-check, no address changes are necessary. However, please add your new CAB account number on the payment checks.

The other three options are through our Bank, CAB (Community Association Banc)

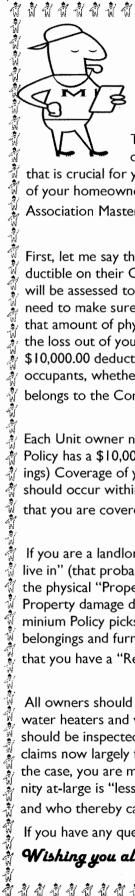
- 3. You may use ACH/Direct Debit at no extra charge to you to make your payments. This takes a few weeks to start-up; enrollment must be received by the 15th of any month in order for payments to be ready for the following month. If you would like to use the automatic payment option, please contact the VSCA Management office to get the appropriate paperwork necessary to set this up.
- To make a Credit Card Payment or an E-Check payment from a checking or savings account go to: https://cabpayments.mutualofomahabank.com/. (Note: There is a fee charged by CAB for Credit Card Payments.) An online payment info sheet can be requested from the office to walk you through the online payment process. We suggest that you come pick this up if you intend to pay online.

If you have trouble, call CAB Customer Support at 866-800-4656.

Reminder: All checks should be made payable to VSCA or Village Shires Community Association. Also note that you can drop off your checks in the mail slot at the Management Office. Finally, should you ever have any questions, please feel free to call the VSCA Management office at 215-968-0618.

Please note: the Management Office cannot accept cash payments.





MORE SIGNALS FROM THE DUGOUT

"Managers Message" to all Condominium Owners

"Insurance information" for you to consider and act upon

The below information was sent directly to each of the various Condominium Association Unit owners sometime in the past couple years, but it is printed here again because it is information that is crucial for you to understand to make sure that you are not underinsured on the physical property portion of your homeowner policy coverage. I continually run into unit owners who are not prepared to deal with the Association Master Policy deductibles, especially off-site owners, despite all of my previous communications.

First, let me say that each and every Condominium Association located within Village Shires has a \$10,000.00 deductible on their Condominium Association Master Policy. That typically means that the first \$10,000.00 of any loss will be assessed to you directly, as a homeowner before the Condominium Master insurance policy kicks in. You need to make sure that your HO6 policy covers you for that \$10,000.00 loss by making sure that you have at least that amount of physical property (building structure) coverage so that you won't ever have to pay that portion of the loss out of your own pocket. Your Condominium Association will almost assuredly assess you to cover the \$10,000.00 deductible portion of the loss if the loss in some way occurred in your unit or was caused by one of its occupants, whether someone was outright negligent or not. This is true even though the actual building structure belongs to the Condominium Association and not to the homeowner. Owners often fail to understand this.

Each Unit owner needs to contact his or her Homeowner Insurance Agent and inform him that the Condominium Policy has a \$10,000.00 deductible. Specifically, you need to make sure that the "Property" (not personal belongings) Coverage of your HO6 policy is adequate to cover the entire deductible of \$10,000.00. If a loss "of any kind" should occur within your unit, the \$10,000.00 deductible will be assessed directly to you, so you need to make sure that you are covered for it.

If you are a landlord living off-site, make sure you have a "Landlords" policy and "not just an HO6 for the unit you live in" (that probably has a liability rider for your Condominium unit). That liability rider would not cover you for the physical "Property" Damage done to your VSCA Condominium Unit and <u>you</u> would be responsible to meet the Property damage deductible of \$10,000.00 because your coverage was not the right type. Typically, the Condominium Policy picks up all "Building related" costs once the \$10,000.00 deductible has been satisfied. Your personal belongings and furniture etc. of course fall on your homeowner policy. If you are a renter, you need to make sure that you have a "Renters" policy with "Liability" coverage.

All owners should make sure that they are performing their preventative maintenance work such as replacing hot water heaters and washing machine hoses (with burst proof type) "before" they rupture (every 10 years these should be inspected and replaced). With a \$10,000.00 deductible in place, you need to be aware that these types of claims now largely fall on you and, if you paid attention to these writings, your own homeowner policy. That being the case, you are much more "directly" affected by these losses as a result. The flip side of that is that the community at-large is "less exposed" to the owners who neglect to perform this preventative maintenance type of work and who thereby cause many of these losses to occur. Off-site investors need to pay particular attention to this.

If you have any questions after contacting your insurance agent, please feel free to give me a call.

Wishing you all a wonderful holiday season!!



- We are continuing to implement our landscape renovation plan throughout the community. We can never get enough volunteers to help with the watering, so please consider doing your part so that these beautiful trees and plants will survive and grow into the future. Our community will look absolutely wonderful if our residents take part in the success of it.
- With the winter fast approaching, please make sure that your Mechanical closets are air tight for
 the winter ahead so that none of your supply line water pipes freeze. The water supply pipes run
 up inside the back wall of those closets and they are susceptible to cold air if it is allowed to infiltrate into those closet spaces. Every year we get calls from people whose water supply lines are
 frozen. If you live on the first or second floors, your upstairs neighbors pipes also run through
 your closet. Please be courteous and check to make sure that those pipes are not going to
 freeze.
- Please be careful to not dump food down the kitchen drains. The drain lines can get clogged up.

THE SIGNAL HILL BOARD WISHES EVERYONE A HAPPY AND SAFE HOLIDAY

Heritage Place Happenings!

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- We repayed our roads this year and we installed outdoor hydrants so that we will have a water supply to water our plants. We hope you like the results of the landscape plan and the way our community now looks.
- As daylight hours get shorter and shorter with darkness setting in early, please make certain that your porch light is on from dusk until dawn. If light is not working, you may have to clean or replace the sensor. If your fixture is

not working, you can purchase one at the management office for \$47.70.

- In the event of snow, plowing to keep the streets open will begin after an accumulation of 2 inches. Clean out plowing begins after the storm ends, often the next workday. Please be ready to move your car as needed. Shoveling begins within 24 hours of storm's end.
- Important: You must complete an ACC Form & get it approved BEFORE you make any changes or improvements to your unit (windows, storm doors, etc.). Forms available by mail, fax or at office.

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• Reminder- If you put up outside lights during the Holidays, only white lights are permitted.

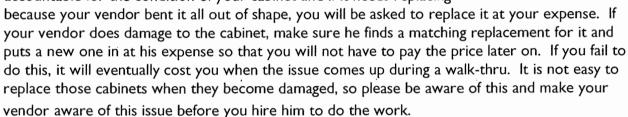
WE WISH EVERYONE A HAPPY & SAFE HOLIDAY SEASON!



The Booty of Beacon Hill

The Beacon Hill Executive Board would like everyone to make sure that their porch lights are in working order.

Your outdoor air conditioning cabinet needs to be kept in good order. Whenever you have new heat pumps installed, please be careful to use a reputable vendor. Some vendors have virtually destroyed the heat pump cabinets and have not replaced them. Please note that you will be held accountable for the condition of your cabinet and if it needs replacing because your worder bent it all out of shape, you will be asked to replace.



- Our biggest project over the last year was the landscaping and drainage work around all of our 15 buildings, as well as the replacement of many trees that were removed along the tree line between Beacon Hill and the shopping center and additional cleanup in that area. In 2015, we will be reviewing the common areas for possible landscaping work as well as undertaking a project to reseed the areas of bare ground in our development. Please be sure to contact the office if your gutters need to be cleaned or you experience any flooding or pooling of water so we can remedy the problem.
- We have been replacing sidewalks and curbs as needed. If you notice any area that presents a trip hazard, please notify the office.
- The balcony project is progressing with the replacement of 40 of the balconies. The other 50 balconies will likely be replaced in late 2015/early 2016. Thank you all for your patience.

We wish you a wonderful Holiday Season and Happy New Year and we look forward to serving you in 2015!!!

Beacon Hill Board members

VIILLAGE SHIRES COMMUNITY ASSOCIATION. WEBSITE UPDATE

The Village Shires Community Association will soon have a very nice community website up and running which will allow us to provide homeowners with email blasts for projects and events in your area. Please make sure we have an email address on file for you. For those of you who request pool tags, the 2015 Pool Tag application form has a designated line item for your email address. You can also just call the Mgmt. office or send it to us when you pay your dues.



The Old Jordan Woods "Weather Vane"

We would like to remind our neighbors of the following:

Balconies and patios are for use, not for storage. Items permitted on these areas are lawn furniture, a barbeque grill and potted plants. Bicycles are ok EXCEPT from November 1st to April 1st when they must be removed and stored inside.

Please check the following:

- Outside lights must be working.
- TAMAH Dryer vents must be clear and have covers that operate properly so that birds cannot nest inside of them.
 - Washer hoses must be burst proof and water heaters must be replaced every 10 years.
 - Please do not put cardboard boxes in the recycle container unless they are flattened.
 - Please pick up after your pets!!

Our landscape projects are completed and we look forward to seeing the results of our expenses and labor this coming Spring as we look forward to another great year at our beautiful Old Jordan Woods community.

The Old Jordan Woods Board of Directors wish all of our neighbors a Joyous Holiday Season and a Happy and Healthy New Year!!



"CANTERBURY CARATS"

All homeowners are asked to continue to make sure that your shower basin, tile grout and caulking in your bathrooms are in good shape so moisture from inside your unit cannot get behind the showers into the stone wall cavity (or behind the siding as

the case may be). Please make sure your bathroom ventilation fan is also in working order.

- Please change your outdoor light bulbs so that the outdoor porch light remains on at night.
- We hope you like all the newly planted replacement trees and shrubs. We think that our community is looking great. Please help us keep it that way.
- Snow storm reminder- please park your vehicles in the driveways and garages and not out on the street. We need to keep the vehicles off the main road so that the road can be fully opened up once the heavy equipment arrives. Remember that the first response of the snow removal effort is simply to keep emergency routes open by work of the plows. If your vehicle is on the road at that time, your car will likely be plowed in and you will probably have a hard time moving it once the backhoes come in to open up the full road.

The Executive Board of Canterbury Croft looks forward to serving you in 2015.

We wish you all a wonderful Holiday Season, and a healthy "Happy New Year"





Important Messages from the Tamerlane Executive Board

Tamerlane Rule Amendment (regarding pets)

Please note again that the Tamerlane Rules document regarding pets was revised last year, as follows: A limit of two (2) domesticated pets is allowed but only one (1) of which may be a dog and the dog, when full grown, cannot weigh more than 40

lbs. All pets must be leashed and accompanied by owner at all times. No pet shall be permitted to run loose or uncontrolled in or on the Common Elements. Pet owners shall immediately clean up any waste left by pets on the Common Elements and shall dispose of waste in owner's trash. The tying of pets to any Common Elements is prohibited.

Balcony replacement project update

It looks like we have a few years before we need to start replacing our balconies. Please keep in mind that the balconies are limited common elements, the cost of which for repair or replacement is paid by the owner. If you are a balcony owner, please plan accordingly.

Tamerlane Rule Reminder to all Residents- (regarding storage)

Balconies, patios and porches are for use, not storage. Items permitted to be placed on these areas are lawn furniture, a barbecue grill, (not to exceed medium size), and potted plants. Now that the winter months are here bicycles must be removed and stored inside until April 1st of next year, upon which time they may again be placed onto the balconies and patios. (Bicycles are never allowed to be left on the lawn or sidewalks). Placement or storage of any other item is prohibited. Also we ask that all homeowners please keep the common ground free of debris, storage and all the various playthings that your children might leave behind.

Window and Door Replacements

If you are going to replace your window(s) or door, please make sure that you file the required ACC request to obtain prior approval before replacing them. Failure to do so may end up costing you money if you put in the wrong style window(s) or door.

The Tamerlane Board asks that all residents refrain from throwing trash and cigarette butts on the grounds. Also, please make sure to put your trash inside the dumpsters. Some people are tossing it as they drive by the dumpster and they are missing the dumpster and leaving it lying on the pavement. Also, please recycle by using the recycle containers. If you are a dog owner, we hope you like the new Fido stations that we installed for your convenience in case you might have left home forgetting to bring a plastic bag with you.

The Tamerlane Board wishes you a Happy Holiday Season!!!

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"HAMLET VILLAGERS"

The Hamlet Board is pleased to announce that again in 2015 there will be no increase in the monthly fees.

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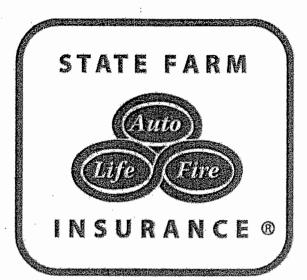
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Here are some reminders and notices from the Hamlet Board to help improve the Hamlet Community & continue the tradition of Hamlet being a great place to live:

- Please visit the Hamlet website at http://hamletcondosvs.com to contact us, make comments or get on the email list. Go to the "Contact" section on the website.
- 2014 was a busy year with many completed projects with more in the planning stages. Power washing siding, paving streets, cement work, new trees, street light upgrade and grass planting. Upcoming plans include beautifying the entrance, new street signs and landscaping upgrades.
- In parking shortage areas like Banbury cul-de-sac, please use your garages and driveways.
- Please abide by the Hamlet Rules, Regulations & Enforcement Procedures, as they are designed to benefit everyone! (Read or print out a copy from the Hamlet Website!)
- Please make sure your rubbish is put into trash cans, not bags after 6 PM the night before pick up. Reminder: If a holiday falls on a Monday, the trash will be picked-up Tuesday.
- Please use one of the two dog walk areas to walk your pet. Make sure that you are picking up immediately after your pet. There is a "poop station" in both dog walk areas with bags.
- Please drive SLOWLY for the safety of children playing, walkers in street & people getting in or out of their vehicles. Make sure your inspection & registration are up to date.
- Note that it is the homeowner's responsibility to maintain the outside porch lights and to make sure that they are on from dusk until dawn. The "sensors" often need cleaning or replacing. A 25 or 40 watt white light bulb is sufficient.
- Finally, please get approval for any improvements or changes to the outside of your unit. (windows, storm & garage doors, satellite dishes, sliding glass doors, roof fans, patio upgrades, etc.). Submit an ACC Request form, Brochure or plan for work or project, Neighbor Notification Form & Contractor's Proof of Insurance for approval BEFORE you proceed.

Helpful snow removal information: Hamlet is serviced by a snow removal agreement with Village Shires. The agreement calls for plowing of roads to occur whenever 2" or more of snow falls. In heavy storms, the snow emergency routes are kept open, and the plowing and cleanout of parking lots does not begin in earnest until after the snow storm has fully stopped. If a snow falls on a weekend, most parking lot cleanout work will not be completed until Monday or Tuesday because of all the vehicles which are in the way. Shoveling of sidewalks occurs whenever 1" or more of snow falls. For shoveling of sidewalks (during normal-sized snowfalls) the contractor is expected to complete the shoveling within 24 hours after the snow has stopped falling. Call office promptly for missed areas.



JOE SARACINO **AGENCY** RICHBORO, PA (215)357-8388

Joe@Joesaracino.com

Sappy Solidays from the VSCA Executive Board, Mgmt. Office and Landscaping and Maintenance Crew

Bill Von Rohr, President Anthony Brummans, Property Mgr.

Stuart Scaccetti, Vice-President

Helen Falcone, Treasurer

£die Hannah, Lecretary

Bill Ryan, Asst. Property Mgr.

Jane McCahill, Coordinator

Debbie Stoltz, Secretary

Pauline <u>f</u>ackman, Member-at-large

Frank Maier, Landscape Supervisor

Glen Weisman, Member-at-large Neil Boyle, Member-at-large Ld Mitchell, handyman



Sculpt Your Ideal Body
Free Your True Self
Transform Your Life

in Village Shires Clubhouse 1

Join your neighbors and feel a part of your community

When: Tuesday Nights Gentle Class 6-7pm All Level Class 7-8pm Where: 3001 E. Village Rd.

Paula A. Berg • Certified Yoga Instructor • Village Shires Resident • For more information email <u>paulaberg@comcast.net</u> or call (215) 860-5639

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Season's Greetings



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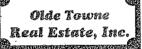


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Holland, PA 18966

Phone: 215-968-0618

Fax: 215-968-0233

 ${\bf Email: Village shires community@Village shires community.com}$

RETURN SERVICE REQUESTED





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