



Site Maintenance Fee Agreement

This Agreement is made as of 1 March 2026 between the undersigned property Owner's (hereinafter referred to as "Owner's") and the Palm Bay View Owner's Association (hereinafter referred to as "Community").

1. Purpose

This Agreement outlines the terms and conditions regarding the acceptance and payment of annual site maintenance fees by the Owner's for the maintenance and upkeep of the community.

2. Definition of Unit

For the purposes of this Agreement, a "unit" shall be defined as per the title deeds associated with each property, encompassing all rights and responsibilities attributed to that specific property.

3. Definition of Site Maintenance

Site maintenance refers to the routine and preventive care of physical spaces and structures within the Community, such as communal buildings, grounds, and equipment. This includes, but is not limited to:

- a. **Cleaning:** Regularly cleaning and sanitizing common areas to maintain hygiene and aesthetics.
- b. **Repairs:** Fixing any structural issues, such as plumbing, and electrical to common areas.
- c. **Landscaping:** Maintaining outdoor areas, including gardening, and lawn care.

Palm Bay View Owner's Association Committee
Committee Chair, Bjørn Lensnes • Deputy Chair, James Wright • Finance, Thomas Schmidt
CPS & Pool Maintenance, Shuki Chaouat • Buildings & Infrastructure, Erez Rubenshtein
Committee.pbv@gmail.com

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Info@calendarpropertyservices.com



- d. Pool: Regularly scheduled pool maintenance, to keep the pool clean and for use for the community.
- e. Inspections: Conducting regular inspections to identify and address potential hazards or maintenance needs.
- f. Upkeep: Managing the overall condition of the common facilities, including painting (outside painting of block walls and railings up to the entrance), flooring, general repairs, communal electricity and water.
- g. Overall, facilities site maintenance is essential for creating a safe, functional, and pleasant environment for owners and visitors.
- h. Insurance: Building and liability insurance coverage includes all risks comprehensive and public liability for communal areas.

4. Annual Site Maintenance Fee

- a. Each Owner agrees to pay an annual site maintenance fee for each unit owned.
- b. The amount of the fee will be determined by the Community, with adjustments reviewed annually to reflect increases in the cost of living.
- c. The adjusted fee and related maintenance company contracted on behalf of Palm Bay View will be communicated to the Owner's at least 30 days prior to the due date.
- d. The annual site maintenance fee for the calendar year March 2025 to February 2026 is One Thousand Eighty Great Britian Pounds Sterling (£1,080).

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5. Payment Terms

- a. The annual site maintenance fee is paid bi-annually with the first installment due by the 31st of March and the second payment due by the 30th of September each year.
- b. Payment shall be made via cash (payable to Calendar Property Services or the designated Management Company) or via wire transfer.
- c. Owners with a history of late or non-payment may be required to make advance payments, as determined by the Community.

6. Late Payments

Failure to pay the maintenance fee within the specified timeframe will result in penalties, which include 5% late payment penalty, plus applicable interest charges, and/or restrictions on the property.

7. Acceptance of Terms

By signing below, the Owner's acknowledge and accept the terms of this Agreement, including the obligation to pay the annual site maintenance fees as outlined herein.

8. Governing Law

This Agreement shall be governed by the laws of Turkish Republic of Northern Cyprus.

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IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the date first above written.

[Owner Name]

[Unit Number]

A handwritten signature in blue ink, appearing to read "Bjørn Lensnes", is positioned above a horizontal line. The signature is fluid and cursive.

Bjørn Lensnes

Committee Chair

Palm Bay View Owner's Association

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