



Community Management LLC

MANAGEMENT REPORT

Lynton Square Condominiums, Inc.

30 June 2025

Board Name

President Frankie Lemay

Secretary Roslisa Goodwin

Treasurer Sheritta Delbridge

Member Debra Tingle

Member

The monthly Homeowner Association (HOA) fee is \$400.00 per month due on the first delinquent after the 20th of the month. If not paid by the 20th of the month, a \$40.00 (penalty) late fee is assessed.

The HOA requires a Resale Certificate to convey/transfer a condominium to a new owner. The Resale Certificate is \$75.00, and the transfer fee is \$125.00. The management company assesses a fee to complete a condominium questionnaire.

The Board of Directors meets on the third Monday of each month except for November and December (Unless otherwise stated).

The Annual Meeting is generally the third Monday in February at 7:30 P.M. in the clubhouse (Unless otherwise stated). A notice is mailed to each homeowner no less than ten days or more than thirty days prior to the meeting.

The HOA's website can be accessed by entering www.lyntonsquarecondos.com. The user ID is the Homeowner email address provided to the management company.

The HOA was formed in January 1974; a copy of the Master Deed and By-laws can be obtained from the Shelby County Register of Deeds, Document ID # K6 5650, L4 8438, L8 1726, 03057818, 11067849, 14023624, 15005154 and 15005155.

The IRS Identifying Number for Lynton Square Condominiums, Inc. is 62-1023126.

The HOA's insurance renews in September. Proof of insurance for mortgage companies can be obtained by forwarding an email to the management company with the mortgage company email address.

Community Management is best reached by phone at 901-761-3143. Email is not for immediate response (communitymanagement@communitymanagementllc.net). The mailing address is P.O. Box 172072, Memphis, TN 38187-2072 (please send all mail priority mail tracking for a receipt; the management company does not sign for mail). The management company does not text homeowners.