

# Annual HOA Fee Revision Alert

Dear Homeowner,

We hope this message finds you well. We are writing to inform you about the upcoming revision of the Homeowners Association (HOA) fees for the upcoming year.

After careful consideration and review of our community's financial needs, the Board of Directors has decided to adjust the annual HOA fees. The new rate will be effective starting January 1, 2024.

The new fee structure is as follows:

- Current Fee: \$XXX
- Revised Fee: \$YYY

This increase is necessary to cover essential maintenance, improvements, and community services that benefit all residents. We appreciate your understanding and continued support.

If you have any questions or concerns, please do not hesitate to reach out to us at [contact email/phone number].

Thank you for being a valued member of our community.

Sincerely,

[Your Name]  
[Your Position]  
[HOA Name]