

June 2, 2010

NOTICE

Procedure for Complaints, Suggestions, Contacting Management or Board Members

Dear Unit Owners and Residents,

In order to facilitate orderly and efficient communications, the Board of Directors has instituted the following policy and procedure for reporting complaints, making suggestions, requesting information, and contacting the Property Manager or Board of Directors.

Please keep in mind that all Board members serve as volunteers and have regular jobs. In order to insure that information is provided in the most efficient manner, the Board is requesting that any contact be addressed to our Property Manager, George Bereska. George's contact information is:

Mr. George Bereska
Village Management, Inc.
Post Office Box 20921
Baltimore, Maryland 21208
Phone: 410-323-1778
Fax: 410-323-9232
email: gbereska@villagemanagement.net
or through www.beltslanding.com

In the event you do not receive a timely response from George, then please deliver to the Front Desk a letter addressed to the Board of Directors or to any Board member.

Your cooperation is greatly appreciated.

Belt's Landing Board of Directors