

July 3, 2013

MARK CANTEY & ASSOCIATES
1737 South Naperville Road
Suite 103
Wheaton, IL 60189 0554

RE: THE DANA POINT CONDOMINIUM
ASSOCIATION

Dear MARK CANTEY & ASSOCIATES:

Thank you for submitting your proposal for Audit Services. The Board of Directors has approved your bid based on the proposal submitted and the specifications provided. Enclosed is a copy of the fully executed contract. It is your responsibility to:

1. Complete tax forms and/or file an extension (if an extension is filed, we will need a copy) before March 15, 2013.
2. Provide a date to deliver a detailed draft of the audit/review.
3. Payment cannot be made until we receive a W-9 form.

*In order to receive payment, you must be enrolled in the LMS Preferred Vendor Program. If you have not already been approved as a Preferred Vendor, please enroll at www.LiebermanManagement.com. Just locate the "I am a Vendor" tab to open tab "Vendor Program" and select "Complete Application". You will be able to complete the application on-line and will be required to remit a nominal processing fee of \$100. Once approved, your company name can be added to our **LMS Vendor Database**, which is used by Property Managers to select vendors.*

We look forward to working with you.

Sincerely,

LIEBERMAN MANAGEMENT SERVICES INC. as
Agent

AnnMarie Detrick