



ecoEnvelopes

• NO RETURN ENVELOPE REQUIRED! •

With ecoEnvelopes, your assessment statement can be sent in a single reusable, 2-way envelope!

U.S. Postal Service-approved
Contains up to 100% post-consumer waste content Manufactured with paper from managed forests

How it works:

1 To open, lift tab and pull perforated strip.

2 To respond, insert reply so return address shows in window.

3 To seal, moisten and close gum flap.



Berkeley Town House Cooperative Corporation
c/o Bay Area Property Services
1661 Tice Valley Blvd #200
Walnut Creek CA 94595
Ph: 800-610-0757
Fx: 925-746-0542

| Jonathan Pool | | Property Address | |
|---------------|--------------|--------------------------|------------|
| | | RE: 2550 Dana Street #2C | |
| Account ID | Invoice Date | Due Date | Amount Due |
| 1015000301 | 07/17/2017 | 08/01/2017 | 434.39 |

Auto Pay, Do Not Pay

| Date | Description | Charges | Payment | Balance | Reference |
|------------|--------------------------|---------|---------|---------|-----------|
| 06/01/2017 | June 2017 - Assessment | 434.39 | | 535.29 | CHARGE |
| 06/01/2017 | Interest | 0.50 | | 535.79 | CHARGE |
| 06/09/2017 | ACH Payment | | -434.39 | 101.40 | PAYMENT |
| 07/01/2017 | July 2017 - Assessment | 434.39 | | 535.79 | CHARGE |
| 07/11/2017 | ACH Payment | | -535.79 | 0.00 | PAYMENT |
| 08/01/2017 | August 2017 - Assessment | 434.39 | | 434.39 | CHARGE |

IMPORTANT MESSAGES

Statement reflects transactions through July 14, 2017. Activity after the 14th will be reflected on the next monthly statement. Assessments are due the first of each month.

Questions about your account? Email us at accounting@bayservice.net

Payment must be received by the 15th of the month to avoid a late charge.

TO ENSURE PROPER CREDIT PLEASE DETACH AND RETURN WITH YOUR REMITTANCE
Please Make Check Payable To: **Berkeley Town House Cooperative Corporation**

| Account ID | Invoice Date | Due Date | Amount Due | Enclosed |
|------------|--------------|------------|------------|----------------------|
| 1015000301 | 07/17/2017 | 08/01/2017 | 434.39 | Auto Pay, Do Not Pay |

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Visit us today at www.bayservice.net



Jonathan Pool
555 10th Street 312
Oakland CA 94607-5208

Remit to:
Berkeley Town House Cooperative Corporation
c/o Lockbox Processing
P.O. Box 80259
City of Industry CA 91716

