



**CIRCULAR 2021 - 07004**

Date : July 27, 2021  
To : **Homeowners, Tenants & Contractors**  
From : The Property Management Office  
RE : **Tie-up accounts**

Greetings!

The Property Management Office would like to inform the disconnection of water for those units with large amount of arrears despite of giving collection letters.

For those accounts/units with concern to arrears of Primewater billings that needed for adjustments, we would like to ask you to visit Property Management Office and bring needed documents for adjustments:

- 1) Latest billings
- 2) Proof of payment/receipts for the months to be adjusted
- 3) Valid ID

For your information and guidance.

Sincerely,

  
**MS. MARIE JOY T. EVANGELISTA**

Property Manager