

March 02, 2026

Dear Owners and Residents,

On behalf of the “CONDACLE” management team, please accept our professional greetings.

As the company entrusted with the administration of this residential complex, our primary objective is to safeguard the long-term appreciation of your investment and ensure a harmonious, pristine, and secure living environment for all.

To this end, we formally announce that, effective immediately, **the collection of maintenance fees for your property has commenced.** Monthly payments are due starting the 25th, with a final payment deadline on the 30th of each month.

Scope of Maintenance Fees

The contribution of each owner is essential for the optimal operation of the residential complex. These funds are allocated to critical services, including but not limited to:

Common Area Upkeep: Routine cleaning of stairwells, hallways, parking facilities, and social areas.

Physical Security: Access control and perimeter surveillance to ensure resident safety.

Common Area Utilities: Electricity for hallways, outdoor lighting, and gate motor systems.

Landscaping: Maintenance of green spaces and aesthetic upkeep.

Administrative Operations: General management expenses and supplies required to execute these tasks.

Mandatory Data Update

To ensure you receive account statements, payment reminders, and critical communications in a timely manner, we kindly request that you visit the Management Office at your earliest convenience. Our office is temporarily located in the yellow container in the parking area opposite Building 8.

Office Hours: Monday – Friday: 8:00 a.m. to 5:00 p.m., Saturday: 8:00 a.m. to 1:00 p.m.

It is of the utmost importance that we **update your contact information**, specifically:

1. Primary and secondary telephone numbers.
2. Verified email addresses.
3. Current resident occupancy details for your unit.

During your visit, our staff will also provide detailed information regarding available payment methods (wire transfers, deposits, or direct payments), the Internal Residential Regulations, and instructions for the Resident Mobile App.

We appreciate your cooperation and commitment to the well-being of our community. At “CONDACLE”, we are dedicated to serving you.

Sincerely,
The Management

Do you want to save time?

*Fill out the information
form here! and just
confirm at the office*

