

Financial Report Package July 2025

Prepared for

MLTH7 Marsh Landing Townhouse Condo VII

By

KPG Accounting Services, Inc.



Balance Sheet - Comparative - Operating

MLTH7 Marsh Landing Townhouse Condo VII End Date: 07/31/2025 Date: Time: 8/11/2025 9:04 am

Page: 1

			Current Balance at 7/31/2025	·	rior Month Balance at 06/30/2025		Change
Assets							
OPERATING 10-1010-00-00	VNB OP 3317	\$	26,009.89	\$	15,857.63	\$	10,152.26
Total OPERATIN		\$ \$	26,009.89	\$	15,857.63	\$	10,152.26
CURRENT ASS		<u>*</u>		<u> </u>		<u> </u>	
14-1530-00-00	PPD Insurance	\$	18,571.96	\$	22,183.41	\$	(3,611.45)
14-1550-00-00	Utility Deposit	Ψ	465.00	Ψ	465.00	Ψ	-
Total CURRENT	ASSETS:	\$	19,036.96	\$	22,648.41	\$	(3,611.45)
Total Assets:		<u>\$</u>	45,046.85	\$	38,506.04	\$	6,540.81
Liabilities & Equity	,						
20-2000-00-00	Accounts Payable	\$	-	\$	375.00	\$	(375.00)
20-2001-00-00	Insurance Loan Payable		5,503.44		10,970.76		(5,467.32)
20-2015-00-00	PPD Maint Fees		-		1,773.00		(1,773.00)
OPERATING EC	QUITY						
30-3900-00-00	Retained Earnings	\$	20,861.79	\$	20,861.79	\$	<u> </u>
Total OPERATII	IG EQUITY:	\$	20,861.79	\$	20,861.79	\$	-
Net Income / (Loss)	\$	18,681.62	\$	4,525.49	\$	14,156.13
Total Liabilities & I	Equity:	<u>\$</u>	45,046.85	\$	38,506.04	\$	6,540.81



Balance Sheet - Comparative - Reserve

MLTH7 Marsh Landing Townhouse Condo VII End Date: 07/31/2025 Date: Time: 8/11/2025 9:04 am

Page: 2

Assets		Current Balance at 7/31/2025	·	rior Month Balance at 06/30/2025		Change
RESERVES 12-1210-00-00 VNB RSV 1459	\$	46,432.85	\$	44,739.61	\$	1,693.24
	<u>\$</u>		<u>*</u>		<u> </u>	
Total RESERVES:	<u>\$</u>	46,432.85	<u>\$</u>	44,739.61	<u>\$</u>	1,693.24
Total Assets:	<u>\$</u>	46,432.85	\$	44,739.61	\$	1,693.24
Liabilities & Equity RESERVE EQUITY						
25-2500-00-00 RSV - General	\$	6,384.00	\$	7,830.25	\$	(1,446.25)
25-2534-00-00 RSV - Roof Replacement		18,998.16		17,919.91		1,078.25
25-2550-00-00 RSV - Painting		15,608.25		11,621.50		3,986.75
25-2555-00-00 RSV - Driveways		4,800.00		4,800.00		-
25-2599-00-00 Unallocated Interest		642.44		2,567.95		(1,925.51)
Total RESERVE EQUITY:	\$	46,432.85	\$	44,739.61	\$	1,693.24
Net Income / (Loss)	\$		\$	-	\$	<u>-</u>
Total Liabilities & Equity:	<u>\$</u>	46,432.85	\$	44,739.61	\$	1,693.24

KPG Accounting Services, Inc.

Balance Sheet

MLTH7 Marsh Landing Townhouse Condo VII End Date: 07/31/2025 Date: Time:

8/11/2025

Time: 9:04 am

Page: 1

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OPERATING 10-1010-00-00 VNB OP 3317 \$26,0	09.89
Total OPERATING:	\$26,009.89
RESERVES	
12-1210-00-00 VNB RSV 1459 46,4	32.85
Total RESERVES:	\$46,432.85
CURRENT ASSETS	
	71.96
14-1550-00-00 Utility Deposit	65.00
Total CURRENT ASSETS:	\$19,036.96
Total Assets:	\$91,479.70
Liabilities & Equity	
20-2001-00-00 Insurance Loan Payable 5,5	03.44
RESERVE EQUITY	
25-2500-00-00 RSV - General 6,3	84.00
25-2534-00-00 RSV - Roof Replacement 18,9	98.16
25-2550-00-00 RSV - Painting 15,6	08.25
25-2555-00-00 RSV - Driveways 4,8	00.00
25-2599-00-00 Unallocated Interest 6	42.44
Total RESERVE EQUITY:	\$46,432.85
OPERATING EQUITY	
30-3900-00-00 Retained Earnings 20,8	61.79
Total OPERATING EQUITY:	\$20,861.79
Net Income Gain / Loss 18,6	81.62
	\$18,681.62
Total Liabilities & Equity:	\$91,479.70



MLTH7 Marsh Landing Townhouse Condo VII End Date: 07/31/2025

Description	Actual	Current Period Budget	Variance	Actual	Year-to-date Budget	Variance	Annual
INCOME	Actual	Buuget	Variance	Actual	Duuget	Variance	Budget
INCOME							
4000 Quarterly Assessments	\$21,276.00	\$21,270.00	\$6.00	\$63,828.00	\$63,810.00	\$18.00	\$85,080.00
4000 Quarterly Assessments 4005 Application Fees	φ21,270.00	φ21,270.00	φ0.00 -	100.00	φ03,010.00 -	100.00	\$65,060.00
TOTAL INCOME	\$21,276.00						\$85,080.00
TOTAL INCOME	\$21,276.00	\$21,270.00 \$21,270.00	\$6.00 \$6.00	\$63,928.00 \$63,928.00	\$63,810.00 \$63,810.00	\$118.00 \$118.00	\$85,080.00
EXPENSES							
PROFESSIONAL FEES							
5000 Management Fees	257.50	257.50	_	1,802.50	1,802.50	_	3,090.00
5110 Accounting Services	200.00	224.58	24.58	1,695.00	1,572.06	(122.94)	2,695.00
5160 Legal Expenses	-	41.67	41.67	812.00	291.69	(520.31)	500.00
TOTAL PROFESSIONAL FEES	\$457.50	\$523.75	\$66.25	\$4,309.50	\$3,666.25	(\$643.25)	\$6,285.00
ADMIN	φ437.30	φυ23.73	φ00.23	φ4,309.30	φ3,000.23	(\$043.23)	φ0,203.00
5400 Office Supplies	10.70	41.67	30.97	232.95	291.69	58.74	500.00
5465 Corp Annual Report	-	6.33	6.33	61.25	44.31	(16.94)	76.00
5470 Licenses/Fees	-	4.00	4.00	158.88	28.00	(130.88)	48.00
TOTAL ADMIN	\$10.70	\$52.00	\$41.30	\$453.08	\$364.00	(\$89.08)	\$624.00
INSURANCE							
5850 INS - Expense	2,312.61	2,912.50	599.89	16,115.30	20,387.50	4,272.20	34,950.00
5852 INS - Flood	1,447.84	1,388.17	(59.67)	9,240.88	9,717.19	476.31	16,658.00
5859 Insurance Appraisal		29.17	29.17	385.00	204.19	(180.81)	350.00
TOTAL INSURANCE UTILITIES	\$3,760.45	\$4,329.84	\$569.39	\$25,741.18	\$30,308.88	\$4,567.70	\$51,958.00
6040 Water/Sewer/Trash	629.09	687.50	58.41	4,398.94	4,812.50	413.56	8,250.00
6045 Irrigation Water	47.38	83.33	35.95	600.43	583.31	(17.12)	1,000.00
TOTAL UTILITIES	\$676.47	\$770.83	\$94.36	\$4,999.37	\$5,395.81	\$396.44	\$9,250.00
MAINTENANCE							
6005 Building	-	166.67	166.67	799.00	1,166.69	367.69	2,000.00
6020 Fire Extinguisher Service	-	12.50	12.50	-	87.50	87.50	150.00
6040 Exterminating	240.00	122.00	(118.00)	1,145.00	854.00	(291.00)	1,464.00
TOTAL MAINTENANCE LANDSCAPING/GROUNDS	\$240.00	\$301.17	\$61.17	\$1,944.00	\$2,108.19	\$164.19	\$3,614.00
6100 Landscape	375.00	412.50	37.50	3,000.00	2,887.50	(112.50)	4,950.00
6110 Irrigation Repairs/Service	-	16.67	16.67	-	116.69	116.69	200.00
6120 Tree & Shrub Trimming	-	41.67	41.67	-	291.69	291.69	500.00
6130 Mulch/Pine Straw	-	66.67	66.67	-	466.69	466.69	800.00
6135 Sod/Plants Replacement	-	41.67	41.67		291.69	291.69	500.00
TOTAL LANDSCAPING/GROUNDS	\$375.00	\$579.18	\$204.18	\$3,000.00	\$4,054.26	\$1,054.26	\$6,950.00
TOTAL EXPENSES	\$5,520.12	\$6,556.77	\$1,036.65	\$40,447.13	\$45,897.39	\$5,450.26	\$78,681.00
NET ORDINARY INCOME	\$15,755.88	\$14,713.23	\$1,042.65	\$23,480.87	\$17,912.61	\$5,568.26	\$6,399.00
EXPENSES							
RESERVE TRANSFER							
9010 Reserve Contribution	1,599.75	1,599.75	-	4,799.25	4,799.25	-	6,399.00
TOTAL RESERVE TRANSFER	\$1,599.75	\$1,599.75	\$-	\$4,799.25	\$4,799.25	<u> </u>	\$6,399.00
TOTAL EXPENSES	\$1,599.75	\$1,599.75	\$-	\$4,799.25	\$4,799.25	\$-	\$6,399.00
NET OTHER INCOME	(\$1,599.75)	(\$1,599.75)	\$-	(\$4,799.25)	(\$4,799.25)	\$	(\$6,399.00)



Income Statement - Operating

MLTH7 Marsh Landing Townhouse Condo VII 07/31/2025

Date: Time: 8/11/2025 9:04 am

Page: 1

		Current Period			Year-to-date		Annual
Description	Actual	Budget	Variance	Actual	Budget	Variance	Budget
OPERATING INCOME							
INCOME							
4000-00-00 Quarterly Assessments	\$21,276.00	\$21,270.00	\$6.00	\$63,828.00	\$63,810.00	\$18.00	\$85,080.00
4005-00-00 Application Fees	-	-	-	100.00	-	100.00	-
Total INCOME	\$21,276.00	\$21,270.00	\$6.00	\$63,928.00	\$63,810.00	\$118.00	\$85,080.00
Total OPERATING INCOME	\$21,276.00	\$21,270.00	\$6.00	\$63,928.00	\$63,810.00	\$118.00	\$85,080.00
OPERATING EXPENSE							
PROFESSIONAL FEES							
5000-00-00 Management Fees	257.50	257.50	-	1,802.50	1,802.50	-	3,090.00
5110-00-00 Accounting Services	200.00	224.58	24.58	1,695.00	1,572.06	(122.94)	2,695.00
5160-00-00 Legal Expenses	-	41.67	41.67	812.00	291.69	(520.31)	500.00
Total PROFESSIONAL FEES	\$457.50	\$523.75	\$66.25	\$4,309.50	\$3,666.25	(\$643.25)	\$6,285.00
ADMIN	,	• • • • •	,	, ,	, ,, , , , ,	(,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	, , , , , , , ,
5400-00-00 Office Supplies	10.70	41.67	30.97	232.95	291.69	58.74	500.00
5465-00-00 Corp Annual Report	-	6.33	6.33	61.25	44.31	(16.94)	76.00
5470-00-00 Licenses/Fees	-	4.00	4.00	158.88	28.00	(130.88)	48.00
Total ADMIN	\$10.70	\$52.00	\$41.30	\$453.08	\$364.00	(\$89.08)	\$624.00
INSURANCE	\$10110	ψ02.00	ψσσ	\$100.00	φσσσσ	(400.00)	40200
5850-00-00 INS - Expense	2,312.61	2,912.50	599.89	16,115.30	20,387.50	4,272.20	34,950.00
5852-00-00 INS - Flood	1,447.84	1,388.17	(59.67)	9,240.88	9,717.19	476.31	16,658.00
5859-00-00 Insurance Appraisal	-	29.17	29.17	385.00	204.19	(180.81)	350.00
Total INSURANCE	\$3,760.45	\$4,329.84	\$569.39	\$25,741.18	\$30.308.88	\$4,567.70	\$51,958.00
UTILITIES	ψο,7 σσ.4σ	ψ+,020.0+	Ψ000.00	Ψ20,7 41.10	ψου,ουσ.σσ	ψ+,007.70	ψο 1,550.00
	629.09	687.50	58.41	4,398.94	4,812.50	413.56	8,250.00
6040-00-00 Water/Sewer/Trash	47.38	83.33	35.95	600.43	583.31	(17.12)	1,000.00
6045-00-00 Irrigation Water Total UTILITIES							
	\$676.47	\$770.83	\$94.36	\$4,999.37	\$5,395.81	\$396.44	\$9,250.00
MAINTENANCE		400.07	400.07	700.00	4 400 00	007.00	0.000.00
6005-00-00 Building	-	166.67	166.67	799.00	1,166.69	367.69	2,000.00
6020-00-00 Fire Extinguisher Service	-	12.50	12.50	-	87.50	87.50	150.00
6040-00-00 Exterminating	240.00	122.00	(118.00)	1,145.00	854.00	(291.00)	1,464.00
Total MAINTENANCE	\$240.00	\$301.17	\$61.17	\$1,944.00	\$2,108.19	\$164.19	\$3,614.00
LANDSCAPING/GROUNDS							
6100-00-00 Landscape	375.00	412.50	37.50	3,000.00	2,887.50	(112.50)	4,950.00
6110-00-00 Irrigation Repairs/Service	-	16.67	16.67	-	116.69	116.69	200.00
6120-00-00 Tree & Shrub Trimming	-	41.67	41.67	-	291.69	291.69	500.00
6130-00-00 Mulch/Pine Straw	-	66.67	66.67	-	466.69	466.69	800.00
6135-00-00 Sod/Plants Replacement		41.67	41.67		291.69	291.69	500.00
Total LANDSCAPING/GROUNDS	\$375.00	\$579.18	\$204.18	\$3,000.00	\$4,054.26	\$1,054.26	\$6,950.00
RESERVE TRANSFER							
9010-00-00 Reserve Contribution	1,599.75	1,599.75		4,799.25	4,799.25		6,399.00
Total RESERVE TRANSFER	\$1,599.75	\$1,599.75	\$-	\$4,799.25	\$4,799.25	\$0.00	\$6,399.00
Total OPERATING EXPENSE	\$7,119.87	\$8,156.52	\$1,036.65	\$45,246.38	\$50,696.64	\$5,450.26	\$85,080.00
Net Income:	\$14,156.13	\$13,113.48	\$1,042.65	\$18,681.62	\$13,113.36	\$5,568.26	\$0.00
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🔐 MARSH LANDING TOWNHOUSE CONDOMINIUM VII OPERATING ACCOUNT KPG ACCOUNTING SERVICES INC 3400 TAMIAMI TRL N SUITE 302

NAPLES FL 34103

Last Statement: Statement Ending:

Email:

contactus@valley.com



Visit Us Online:

www.valley.com



1720 Route 23, Wayne, NJ 07470 Mail To:

Account Statement

HOA BUSINESS CHECKING - XXXXXX3317

SUMMARY FOR THE PERIOD: 07/01/25 - 07/31/25

MARSH LANDING TOWNHOUSE CONDOMINIUM VII

Deposits &

Beginning Balance \$20,750.63

Deposits & Other Credits \$19,503.00

Withdrawals & Other Debits \$13,628.74

Withdrawals &

Ending Balance \$26,624.89

TRANSACTIONS

Date	Description	Other Debits	Other Credits	Balance
	Beginning Balance			\$20,750.63
07/01	ACH DEBIT	-\$2,733.66		\$18,016.97
	IPFS877-674-3076 IPFSPMTFLS 250701 254188			
07/02	LOCK BOX DEPOSIT		\$1,773.00	\$19,789.97
07/02	ACH DEBIT	-\$200.00		\$19,589.97
	MLTH7 Marsh Land Vendor Pay 250702 12331			
07/02	ACH DEBIT	-\$257.50		\$19,332.47
	MLTH7 Marsh Land Vendor Pay 250702 12257			
07/03	ACH DEBIT	-\$7.20		\$19,325.27
	MLTH7 Marsh Land Vendor Pay 250703 12426			
07/07	ACH CREDIT		\$17,730.00	\$37,055.27
	MLTH7 Marsh Land ASSN DUES 250707			
07/08	CHECK 9094	-\$4,893.00		\$32,162.27
07/10	CHECK 9095	-\$375.00		\$31,787.27
07/11	ACH DEBIT	-\$1,599.75		\$30,187.52
	MLTH7 Marsh Land CincXfer 250711 D5095			
• 07/17	ACH DEBIT	-\$86.91		\$30,100.61
	BONITA SPRINGS U A/R 250717			
07/17	ACH DEBIT	-\$90.21		\$30,010.40
	BONITA SPRINGS U A/R 250717			
07/17	ACH DEBIT	-\$106.78		\$29,903.62
	BONITA SPRINGS U A/R 250717			
07/17	ACH DEBIT	-\$109.26		\$29,794.36
	BONITA SPRINGS U A/R 250717			
07/17	ACH DEBIT	-\$112.58		\$29,681.78
	BONITA SPRINGS U A/R 250717			





\$26,624.89



Account Number: Statement Date: Page:

P.O. Box 558 Wayne, NJ 07474-0558

TRANSACTIONS (continued)

	(,	Withdrawals &	Deposits &	
Date	Description	Other Debits	Other Credits	Balance
07/17	ACH DEBIT	-\$123.35		\$29,558.43
	BONITA SPRINGS U A/R 250717			
07/22	CHECK 9097	-\$149.00		\$29,409.43
07/29	CHECK 9098	-\$47.38		\$29,362.05
07/31	ACH DEBIT	-\$3.50		\$29,358.55
	MLTH7 Marsh Land Vendor Pay 250731 12654			
07/31	ACH DEBIT	-\$2,733.66		\$26,624.89
	IPFS877-674-3076 IPFSPMTFLS 250731 254188			

CHECKS IN ORDER

Ending Balance

Date	Number	Amount	Date	Number	Amount
07/08	9094	\$4,893.00	07/22	9097*	\$149.00
07/10	9095	\$375.00	07/29	9098	\$47.38

(*) Check Number Missing or Check Converted to Electronic Transaction and Listed under the Transaction section.

OVERDRAFT FEES

	Total This Period:	Total Year-To-Date:
Total Overdraft Fees:	\$0.00	\$0.00





Wayne, NJ 07474-0558

Account Number: Statement Date: Page:

XXXXXX3317 07/31/2025 3 of 4

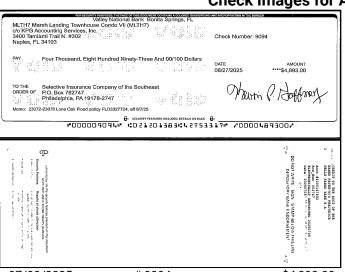
\$149.00

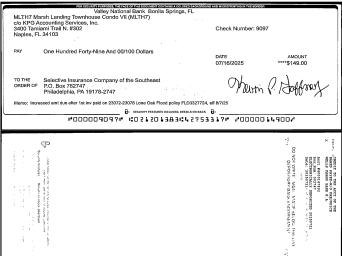
\$47.38

Check Images for Account XXXXXX3317

\$375.00

07/29/2025





07/08/2025 \$4,893.00 rr 3U94

Waltey National Bank Benita Springs, FL olo KPG Accounting Services, inc. 3400 Tamismi Trail N. #302
Naples, FL 34103 #9094 Check Number: 9095 Three Hundred Seventy-Five And 00/100 Dollars DATE 07/03/2025 Warm P. Hoffmer TO THE ORDER OF P.O. Box 448
Bonita Springs, FL 34133 Memo: Monthly lawn service - June CREDIT TO THE ACCULATION

CREDIT TO THE ACCULATION

BELOW HILLIAND BELOW THIS LINE

DEPOSITORY BANK ENDORSEMENT

PARTY OF THE ACCULATION

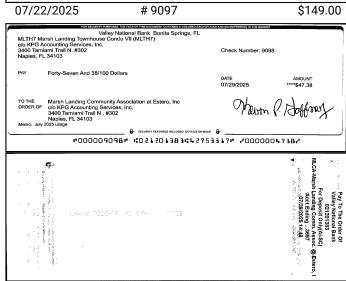
DEPOSITORY BANK ENDORSEMENT

ACCULATED TO THE ACCULATION

CREDIT TO THE ACCULATION

CRED 9321000001214417/9/2025932100000121441 ITC-7D17A4 - Back Office-6 Teller - RT# 272480678

#9095



9098



07/10/2025



To Reconcile Your Account

- 1. Compare the checks listed as paid on your statement with the entries appearing in your checkbook to insure that they have been properly charged to your account.
- 2. Create a list of all checks that have been issued by you but have not been paid by Valley (Check(s) Outstanding).
- 3. Add to your checkbook balance any credit not already recorded in the checkbook.
- 4. Deduct from your checkbook any service charge or other charges (including automatic deductions) which you have not already recorded in your checkbook.
- 5. Follow the instructions listed in the Balance Reconciliation section below.

Balance Reconciliation

1 Enter ending statement balance	
2 Add deposits recorded in your checkbook but not shown on this statement.	
3 Total (1 plus 2 above)	
4 Subtract total check(s) outstanding	
5 Balance (3 less 4 should equal checkbook balance)	

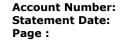
Finance Charge Computation For Personal Line

The Finance Charge that accrues in any monthly billing period is determined on each day in the monthly billing cycle by multiplying the Daily Periodic Rate by the outstanding principal balance (after subtracting payments and adding advances posted that day); then we add the results of these calculations for the number of days in the billing cycle. The Daily Periodic Rate is the Annual Percentage Rate in effect during the monthly billing cycle divided by 365.

In Case Of Errors Or Questions About Your Personal Line Of Credit Transactions

A. Pursuant To The Federal Fair Credit Billing Act

If you think your statement is wrong or if you need more information about checking transactions on your statement which did not arise from an electronic transfer, write us as soon as possible at Valley National Bank, Attn: Customer Care, 1720 Route 23, Wayne, NJ 07470-7533, or email us at contactus@valley.com. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. You can contact us at 800-522-4100, but doing so will not preserve your rights. In your letter, give us your name and account number and the dollar amount of the suspected error. Describe the error and explain, if you can,



why you believe there is an error. If you need more information. describe the item you are unsure about. You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your statement that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

B. Under Applicable State Law

If you rely upon the 3 months period provided by state law, you may lose important rights that could be preserved by action more promptly under the federal law described in the first paragraph in this section. State law provisions apply only after expiration of the time period for submitting a proper written notice of a billing error under federal law.

In Case Of Error Or Questions About Your Electronic Transfers (Pursuant to the Electronic Fund Transfer Act. Applicable to personal accounts only; does not pertain to wire transfers.)

If you think your statement or receipt is wrong or if you need more information about an electronic transfer on the statement or receipt, please contact us at 800-522-4100; write us at Valley National Bank, Attn: Customer Care, 1720 Route 23, Wayne, NJ 07470-7533, or email us at contactus@valley.com. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. Tell us your name and account number and the dollar amount of the suspected error. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this or 20 business days if your notice of error involves an electronic fund transfer to or from the account within 30 days after the first deposit to the account was made, we will provisionally credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

For additional terms and conditions applicable to your account statement, please refer to your account agreement.







1 M0656BLK080125071549 76 000000000 2476 002

MARSH LANDING TOWNHOUSE CONDOMINIUM VII RESERVE ACCOUNT KPG ACCOUNTING SERVICES INC 3400 TAMIAMI TRL N NAPLES FL 34103

Last Statement: Statement Ending:

Email:

contactus@valley.com



Visit Us Online:

www.valley.com



Mail To:

1720 Route 23, Wayne, NJ 07470

Account Statement

PROPERTY MANAGEMENT MMA - XXXXXX1459

SUMMARY FOR THE PERIOD: 07/01/25 - 07/31/25

MARSH LANDING TOWNHOUSE CONDOMINIUM VII

Beginning Balance \$44,739.61

Deposits & Other Credits \$1,693.24

Withdrawals & Other Debits \$0.00

Ending Balance \$46,432.85

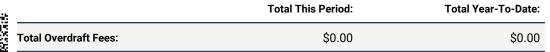
TRANSACTIONS

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
	Beginning Balance			\$44,739.61
07/11	ACH CREDIT		\$1,599.75	\$46,339.36
	MLTH7 Marsh Land CincXfer 250711 C5095			
07/31	INTEREST CREDIT		\$93.49	\$46,432.85
Endina	Balance			\$46,432.85

INTEREST RATE CALCULATIONS

Avg. Stmt. Collected Balance	\$45,823.00	Annual % Yield Earned	2.43%
Year-to-Date Interest Paid	\$626.05	Interest Paid	\$93.49

OVERDRAFT FEES









To Reconcile Your Account

- 1. Compare the checks listed as paid on your statement with the entries appearing in your checkbook to insure that they have been properly charged to your account.
- 2. Create a list of all checks that have been issued by you but have not been paid by Valley (Check(s) Outstanding).
- 3. Add to your checkbook balance any credit not already recorded in the checkbook.
- 4. Deduct from your checkbook any service charge or other charges (including automatic deductions) which you have not already recorded in your checkbook.
- 5. Follow the instructions listed in the Balance Reconciliation section below.

Balance Reconciliation

1 Enter ending statement balance	
2 Add deposits recorded in your checkbook but not shown on this statement.	
3 Total (1 plus 2 above)	
4 Subtract total check(s) outstanding	
5 Balance (3 less 4 should equal checkbook balance)	

Finance Charge Computation For Personal Line

The Finance Charge that accrues in any monthly billing period is determined on each day in the monthly billing cycle by multiplying the Daily Periodic Rate by the outstanding principal balance (after subtracting payments and adding advances posted that day); then we add the results of these calculations for the number of days in the billing cycle. The Daily Periodic Rate is the Annual Percentage Rate in effect during the monthly billing cycle divided by 365.

In Case Of Errors Or Questions About Your Personal Line Of Credit Transactions

A. Pursuant To The Federal Fair Credit Billing Act

If you think your statement is wrong or if you need more information about checking transactions on your statement which did not arise from an electronic transfer, write us as soon as possible at Valley National Bank, Attn: Customer Care, 1720 Route 23, Wayne, NJ 07470-7533, or email us at contactus@valley.com. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. You can contact us at 800-522-4100, but doing so will not preserve your rights. In your letter, give us your name and account number and the dollar amount of the suspected error. Describe the error and explain, if you can,



why you believe there is an error. If you need more information. describe the item you are unsure about. You do not have to pay any amount in question while we are investigating, but you are still obligated to pay the parts of your statement that are not in question. While we investigate your question, we cannot report you as delinquent or take any action to collect the amount you question.

B. Under Applicable State Law

If you rely upon the 3 months period provided by state law, you may lose important rights that could be preserved by action more promptly under the federal law described in the first paragraph in this section. State law provisions apply only after expiration of the time period for submitting a proper written notice of a billing error under federal law.

In Case Of Error Or Questions About Your Electronic Transfers (Pursuant to the Electronic Fund Transfer Act. Applicable to personal accounts only; does not pertain to wire transfers.)

If you think your statement or receipt is wrong or if you need more information about an electronic transfer on the statement or receipt, please contact us at 800-522-4100; write us at Valley National Bank, Attn: Customer Care, 1720 Route 23, Wayne, NJ 07470-7533, or email us at contactus@valley.com. We must hear from you no later than 60 days after we sent you the first statement on which the error or problem appeared. Tell us your name and account number and the dollar amount of the suspected error. Describe the error or the transfer you are unsure about, and explain as clearly as you can why you believe it is an error or why you need more information. We will investigate your complaint and will correct any error promptly. If we take more than 10 business days to do this or 20 business days if your notice of error involves an electronic fund transfer to or from the account within 30 days after the first deposit to the account was made, we will provisionally credit your account for the amount you think is in error, so that you will have the use of the money during the time it takes us to complete our investigation.

For additional terms and conditions applicable to your account statement, please refer to your account agreement.



