

# Financial Report Package September 2025

**Prepared for** 

## MLTH8 Marsh Landing Townhouse VIII Condo Association

**KPG** Accounting Services, Inc.



#### **Balance Sheet - Comparative - Operating**

MLTH8 Marsh Landing Townhouse VIII Condo Association End Date: 09/30/2025 Date: Time: 10/6/2025 6:41 am

Page: 1

			Current Balance at 9/30/2025	·	rior Month Balance at 08/31/2025	Change
Assets						
OPERATING						
10-1010-00-00	VNB OP 6041	\$	17,233.50	\$	24,174.72	\$ (6,941.22)
Total OPERATIN	NG:	\$	17,233.50	\$	24,174.72	\$ (6,941.22)
<b>CURRENT ASS</b>	ETS				_	_
14-1530-00-00	PPD Insurance	\$	15,647.59	\$	13,281.24	\$ 2,366.35
14-1550-00-00	Utility Deposit		520.00		520.00	-
Total CURRENT	ASSETS:	\$	16,167.59	\$	13,801.24	\$ 2,366.35
Total Assets:		<u>\$</u>	33,401.09	\$	37,975.96	\$ (4,574.87)
Liabilities & Equity	,				_	 _
20-2000-00-00	Accounts Payable	\$	484.28	\$	442.65	\$ 41.63
20-2001-00-00	Insurance Loan Payable		7,303.69		9,136.13	(1,832.44)
20-2015-00-00	PPD Maint Fees		6,223.33		4,522.33	1,701.00
20-2030-00-00	Accrued Expense		285.00		285.00	-
30-3900-00-00	Retained Earnings	\$	11,737.32	\$	11,737.32	\$ -
Net Income / (Loss	s)	\$	7,367.47	\$	11,852.53	\$ (4,485.06)
Total Liabilities & I	Equity:	<u>\$</u>	33,401.09	\$	37,975.96	\$ (4,574.87)



#### **Balance Sheet - Comparative - Reserve**

MLTH8 Marsh Landing Townhouse VIII Condo Association End Date: 09/30/2025 Date: Time: 10/6/2025 6:41 am

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Access			Current Balance at 9/30/2025	E	rior Month Balance at 8/31/2025	C	change
Assets RESERVES							
12-1210-00-00	VNB RSV 8567	\$	49,864.43	\$	49,741.63	\$	122.80
Total RESERVE	s:	\$	49,864.43	\$	49,741.63	\$	122.80
Total Assets:		<u>\$</u>	49,864.43	\$	49,741.63	\$	122.80
Liabilities & Equity	,						_
RESERVE EQU	ITY						
25-2500-00-00	RSV - General	\$	38,304.43	\$	38,304.43	\$	-
25-2534-00-00	RSV - Roof Replacement		6,984.00		6,984.00		-
25-2550-00-00	RSV - Painting		1,243.50		1,243.50		-
25-2555-00-00	RSV - Driveways		641.25		641.25		-
25-2599-00-00	Unallocated Interest		2,691.25		2,568.45		122.80
Total RESERVE	EQUITY:	\$	49,864.43	\$	49,741.63	\$	122.80
Net Income / (Loss	s)	\$		\$	-	\$	
Total Liabilities & I	Equity:	<u>\$</u>	49,864.43	\$	49,741.63	\$	122.80



#### **Balance Sheet**

MLTH8 Marsh Landing Townhouse VIII Condo Association

Date: Time:

10/6/2025

6:41 am Page:

End Date: 09/30/2025

Assets OPERATING			
	VNB OP 6041	\$17,233.50	
Total OPERATING RESERVES	):		\$17,233.50
12-1210-00-00	VNB RSV 8567	49,864.43	
Total RESERVES:			\$49,864.43
14-1530-00-00	PPD Insurance	15,647.59	
14-1550-00-00	Utility Deposit	520.00	
Total CURRENT A	SSETS:		\$16,167.59
Total Assets:			\$83,265.52
Liabilities & Equity		=	
20-2000-00-00	Accounts Payable	484.28	
20-2001-00-00	Insurance Loan Payable	7,303.69	
20-2015-00-00	PPD Maint Fees	6,223.33	
20-2030-00-00	Accrued Expense	285.00	
RESERVE EQUIT	Υ		
25-2500-00-00	RSV - General	38,304.43	
25-2534-00-00	RSV - Roof Replacement	6,984.00	
25-2550-00-00	RSV - Painting	1,243.50	
25-2555-00-00	RSV - Driveways	641.25	
25-2599-00-00	Unallocated Interest	2,691.25	
Total RESERVE E	QUITY:		\$49,864.43
30-3900-00-00	Retained Earnings	11,737.32	
	Net Income Gain / Loss	7,367.47	
			\$7,367.47
Total Liabilities 8	Equity:	_	\$83,265.52
		<del>-</del>	-



MLTH8 Marsh Landing Townhouse VIII Condo Association End Date: 09/30/2025

		Current Period			Year-to-date		
Description	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
INCOME	Actual	Dauget	Variance	Actual	Budgot	variance	Buuget
INCOME							
	\$-	\$-	\$-	\$61,236.00	\$61,243.56	(\$7.56)	\$81,658.08
4000 Quarterly Assessments	Φ-	φ-	Φ-	100.00	φ01,243.30	100.00	φο 1,000.00
4005 Application Fees 4025 Late Fees	-	-	-	101.04	-	101.04	-
TOTAL INCOME	<del></del> \$-		\$-				\$94 GEQ 00
TOTAL INCOME	\$0.00	\$- \$-	—————————————————————————————————————	\$61,437.04 \$61,437.04	\$61,243.56 \$61,243.56	\$193.48 \$193.48	\$81,658.08 \$81,658.08
EXPENSES							
PROFESSIONAL FEES							
5000 Management Fees	257.50	257.50	_	2,317.50	2,317.50	-	3,090.00
5110 Accounting Services	175.00	200.00	25.00	1,870.00	1,800.00	(70.00)	2,400.00
5160 Legal Fees	-	41.67	41.67	820.50	375.03	(445.47)	500.00
TOTAL PROFESSIONAL FEES	\$432.50	\$499.17	\$66.67	\$5,008.00	\$4,492.53	(\$515.47)	\$5,990.00
ADMIN	φ432.30	φ499.17	φ00.07	φ5,000.00	φ4,492.33	(\$313.47)	φ3,990.00
5400 Office Supplies	8.30	33.33	25.03	286.84	299.97	13.13	400.00
5465 Corp Annual Report	0.00	6.33	6.33	61.25	56.97	(4.28)	76.00
5468 Division and Corp. Fees	_	4.00	4.00	100.80	36.00	(64.80)	48.00
5975 Contingency		-	-	900.00	-	(900.00)	-0.00
TOTAL ADMIN							ФБО4 00
INSURANCE	\$8.30	\$43.66	\$35.36	\$1,348.89	\$392.94	(\$955.95)	\$524.00
	1,719.98	2,012.50	292.52	15,512.72	18,112.50	2,599.78	24,150.00
5850 INS - Expense	1,215.67	1,329.98	114.31	10,941.03	11,969.82	1,028.79	15,959.70
5852 INS - Flood	1,213.07	35.00	35.00	10,941.03	315.00	315.00	420.00
5859 Insurance Appraisal							
TOTAL INSURANCE UTILITIES	\$2,935.65	\$3,377.48	\$441.83	\$26,453.75	\$30,397.32	\$3,943.57	\$40,529.70
	604.33	650.00	25.67	6 400 74	E 950 00	(202.74)	7 900 00
6040 Water/Sewer/Trash	624.33	650.00	25.67	6,133.71	5,850.00	(283.71)	7,800.00
6045 Irrigation Water	109.28	83.33	(25.95)	771.11	749.97	(21.14)	1,000.00
TOTAL UTILITIES	\$733.61	\$733.33	(\$0.28)	\$6,904.82	\$6,599.97	(\$304.85)	\$8,800.00
MAINTENANCE		440.07	440.07	(404.04)	0.750.00	0.004.07	5 000 00
6005 Building	-	416.67	416.67	(134.64)	3,750.03	3,884.67	5,000.00
6020 Fire Extinguisher Service	-	12.50	12.50	-	112.50	112.50	150.00
6040 Exterminating	<del>-</del>	80.00	80.00	720.00	720.00	<del></del>	960.00
TOTAL MAINTENANCE LANDSCAPING/GROUNDS	\$-	\$509.17	\$509.17	\$585.36	\$4,582.53	\$3,997.17	\$6,110.00
	375.00	412.50	37.50	3,450.00	3,712.50	262.50	4,950.00
6100 Landscape	373.00						
6110 Irrigation Repairs/Service	-	41.67	41.67	700.00	375.03	(324.97) 375.03	500.00 500.00
6120 Tree & Shrub Trimming	<del>-</del>	41.67 52.50	41.67 52.50	-	375.03 472.50	472.50	630.00
6130 Mulch/Pine Straw	<del>-</del>	25.00		-	225.00	225.00	300.00
6135 Sod/Plants Replacement	<del></del>		25.00	<del></del> -			
TOTAL LANDSCAPING/GROUNDS	\$375.00	\$573.34	\$198.34	\$4,150.00	\$5,160.06	\$1,010.06	\$6,880.00
TOTAL EXPENSES	\$4,485.06	\$5,736.15	\$1,251.09	\$44,450.82	\$51,625.35	\$7,174.53	\$68,833.70
NET ORDINARY INCOME	(\$4,485.06)	(\$5,736.15)	\$1,251.09	\$16,986.22	\$9,618.21	\$7,368.01	\$12,824.38
EXPENSES							
RESERVE TRANSFER							
9010 Reserve Contribution	-	-	-	9,618.75	9,618.30	(0.45)	12,824.38
TOTAL RESERVE TRANSFER	\$-	<u> </u>	<u> </u>	\$9,618.75	\$9,618.30	(\$0.45)	\$12,824.38
TOTAL EXPENSES	\$0.00	\$-	<del></del>	\$9,618.75	\$9,618.30	(\$0.45)	\$12,824.38
NET OTHER INCOME	\$0.00	\$0.00	\$-	(\$9,618.75)	(\$9,618.30)	(\$0.45)	(\$12,824.38)
			<del></del> -	······································	<del></del>		,. /: /-/



#### **Income Statement - Operating**

## MLTH8 Marsh Landing Townhouse VIII Condo Association 09/30/2025

Date: Time: 10/6/2025 6:41 am

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	(	Current Period			Year-to-date		Annual
Description	Actual	Budget	Variance	Actual	Budget	Variance	Budget
OPERATING INCOME							_
INCOME							
4000-00-00 Quarterly Assessments	\$-	\$-	\$-	\$61,236.00	\$61,243.56	(\$7.56)	\$81,658.08
4005-00-00 Application Fees	-	-	-	100.00	-	100.00	-
4025-00-00 Late Fees		<u> </u>		101.04	<u>-</u>	101.04	
Total INCOME	\$-	\$-	\$-	\$61,437.04	\$61,243.56	\$193.48	\$81,658.08
Total OPERATING INCOME	\$0.00	\$-	\$-	\$61,437.04	\$61,243.56	\$193.48	\$81,658.08
OPERATING EXPENSE							
PROFESSIONAL FEES							
5000-00-00 Management Fees	257.50	257.50	-	2,317.50	2,317.50	-	3,090.00
5110-00-00 Accounting Services	175.00	200.00	25.00	1,870.00	1,800.00	(70.00)	2,400.00
5160-00-00 Legal Fees		41.67	41.67	820.50	375.03	(445.47)	500.00
Total PROFESSIONAL FEES	\$432.50	\$499.17	\$66.67	\$5,008.00	\$4,492.53	(\$515.47)	\$5,990.00
ADMIN							
5400-00-00 Office Supplies	8.30	33.33	25.03	286.84	299.97	13.13	400.00
5465-00-00 Corp Annual Report	-	6.33	6.33	61.25	56.97	(4.28)	76.00
5468-00-00 Division and Corp. Fees	-	4.00	4.00	100.80	36.00	(64.80)	48.00
5975-00-00 Contingency		-	-	900.00	-	(900.00)	
Total ADMIN	\$8.30	\$43.66	\$35.36	\$1,348.89	\$392.94	(\$955.95)	\$524.00
INSURANCE							
5850-00-00 INS - Expense	1,719.98	2,012.50	292.52	15,512.72	18,112.50	2,599.78	24,150.00
5852-00-00 INS - Flood	1,215.67	1,329.98	114.31	10,941.03	11,969.82	1,028.79	15,959.70
5859-00-00 Insurance Appraisal	-	35.00	35.00	-	315.00	315.00	420.00
Total INSURANCE	\$2,935.65	\$3,377.48	\$441.83	\$26,453.75	\$30,397.32	\$3,943.57	\$40,529.70
UTILITIES							
6040-00-00 Water/Sewer/Trash	624.33	650.00	25.67	6,133.71	5,850.00	(283.71)	7,800.00
6045-00-00 Irrigation Water	109.28	83.33	(25.95)	771.11	749.97	(21.14)	1,000.00
Total UTILITIES	\$733.61	\$733.33	(\$0.28)	\$6,904.82	\$6,599.97	(\$304.85)	\$8,800.00
MAINTENANCE			,			,	
6005-00-00 Building	-	416.67	416.67	(134.64)	3,750.03	3,884.67	5,000.00
6020-00-00 Fire Extinguisher Service	-	12.50	12.50	-	112.50	112.50	150.00
6040-00-00 Exterminating	-	80.00	80.00	720.00	720.00	-	960.00
Total MAINTENANCE	<u> </u>	\$509.17	\$509.17	\$585.36	\$4,582.53	\$3,997.17	\$6,110.00
LANDSCAPING/GROUNDS							
6100-00-00 Landscape	375.00	412.50	37.50	3,450.00	3,712.50	262.50	4,950.00
6110-00-00 Irrigation Repairs/Service	-	41.67	41.67	700.00	375.03	(324.97)	500.00
6120-00-00 Tree & Shrub Trimming	-	41.67	41.67	-	375.03	375.03	500.00
6130-00-00 Mulch/Pine Straw	-	52.50	52.50	-	472.50	472.50	630.00
6135-00-00 Sod/Plants Replacement	-	25.00	25.00	-	225.00	225.00	300.00
Total LANDSCAPING/GROUNDS	\$375.00	\$573.34	\$198.34	\$4,150.00	\$5,160.06	\$1,010.06	\$6,880.00
RESERVE TRANSFER							
9010-00-00 Reserve Contribution	_	-	_	9,618.75	9,618.30	(0.45)	12,824.38
Total RESERVE TRANSFER	<u> </u>			\$9,618.75	\$9,618.30	(\$0.45)	\$12,824.38
Total OPERATING EXPENSE	\$4,485.06	\$5,736.15	\$1,251.09	\$54,069.57	\$61,243.65	\$7,174.08	\$81,658.08
Net Income:	(\$4,485.06)	(\$5,736.15)	\$1,251.09	\$7,367.47	(\$0.09)	\$7,367.56	\$0.00
Not modile.							

**Last Statement:** Statement Ending:

August 31, 2025 September 30, 2025 1 of 4

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

1 M0656BLK100125071340 18 000000000 1718 004

MARSH LANDING TOWNHOUSE CONDOMINIUM VIII ASSOCIATION INC OPERATING ACCOUNT C/O KPG ACCOUNTING SERVICES 3400 TAMIAMI TRL N SUITE 302 NAPLES FL 34103-3717

Email: contactus@valley.com

Visit Us Online: www.valley.com

1720 Route 23, Wayne, NJ 07470 Mail To:

#### **Account Statement**

#### **HOA BUSINESS CHECKING - XXXXXX6041**

SUMMARY FOR THE PERIOD: 09/01/25 - 09/30/25

MARSH LANDING TOWNHOUSE CONDOMINIUM VIII

Deposits &

**Beginning Balance** \$24,174.72

**Deposits & Other Credits** \$1,701.00

Withdrawals & Other Debits \$8,642.22

Withdrawals &

**Ending Balance** \$17,233.50

#### **TRANSACTIONS**

Date	Description	Other Debits	Other Credits	Balance
	Beginning Balance			\$24,174.72
09/03	ACH DEBIT	-\$257.50		\$23,917.22
	MLTH8 Marsh Land Vendor Pay 250903 13032			
09/03	ACH DEBIT	-\$175.00		\$23,742.22
	MLTH8 Marsh Land Vendor Pay 250903 13114			
09/05	ACH DEBIT	-\$6.25		\$23,735.97
	MLTH8 Marsh Land Vendor Pay 250905 13165			
09/05	CHECK 5068	-\$61.40		\$23,674.57
09/09	ACH DEBIT	-\$1,832.44		\$21,842.13
	IPFS877-674-3076 IPFSPMTFLS 250909 262356			
09/12	CHECK 5067	-\$375.00		\$21,467.13
09/18	ACH DEBIT	-\$88.35		\$21,378.78
	BONITA SPRINGS U A/R 250918			4
09/18	ACH DEBIT	-\$88.35		\$21,290.43
22/12	BONITA SPRINGS U A/R 250918	400.00		404 407 00
09/18	ACH DEBIT	-\$93.35		\$21,197.08
00/40	BONITA SPRINGS U A/R 250918	404.40		404 400 00
09/18	ACH DEBIT	-\$96.69		\$21,100.39
00/10	BONITA SPRINGS U A/R 250918	0115.04		000 005 05
09/18	ACH DEBIT	-\$115.04		\$20,985.35
00/10	BONITA SPRINGS U A/R 250918	0140.55		000 040 00
09/18	ACH DEBIT	-\$142.55		\$20,842.80
00/10	BONITA SPRINGS U A/R 250918	¢0.30		¢20.024.50
09/19	ACH DEBIT MI THS March Land Vander Pay 250010 12209	-\$8.30		\$20,834.50
00/24	MLTH8 Marsh Land Vendor Pay 250919 13308	¢E 202 00		¢1E E22 E0
09/24	CHECK 5069	-\$5,302.00		\$15,532.50







Wayne, NJ 07474-0558

**Account Number: Statement Date:** Page:

TRANSACTIONS (continued)

Withdrawals & Deposits & Description **Other Debits** Other Credits Date **Balance** 09/30 LOCK BOX DEPOSIT \$1,701.00 \$17,233.50 \$17,233.50 **Ending Balance** 

#### **CHECKS IN ORDER**

Date	Number	Amount	Date	Number	Amount
09/12	5067	\$375.00	09/24	5069	\$5,302.00
09/05	5068	\$61.40			

(\*) 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

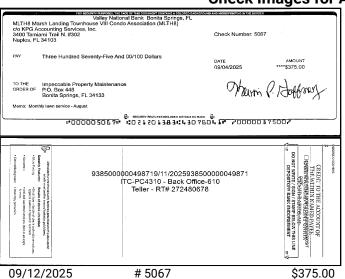




3 of 4

P.O. Box 558 Wayne, NJ 07474-0558 Account Number: Statement Date: Page:

**Check Images for Account XXXXXX6041** 



MLTH8 Marsh Landing Townhouse VII c/o KPG Accounting Services 3400 Tamiami Trail N. #302 Naples, FL 34103 Check Number: 5069 Five Thousand, Three Hundred Two And 00/100 Dollars TO THE ORDER OF P.O. Box 209385
Dallas, TX 75320-9385 Therm P. Hoffmery 23042, 044, 046 & 048 Flood policy 99058416492019, eff 10/6/25 09/24/2025 \$5,302.00 # 5069

MLTH8 Marsh Landing Townhouse c/o KPG Accounting Services, Inc. 3400 Tamiami Trail N. #302 Naples, FL 34103 Check Number: 5068 Sixty-One And 40/100 Dollars DATE 09/05/2025 TO THE ORDER OF Marsh Landing Community Association at Estero, Inc Order Co (KPC Accounting Services, Inc. 3400 Tamiami Tail N., #302 Naples, FI. 34103 Therm P. Hoffmer 09/05/2025 \$61.40 # 5068





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

#### 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)	

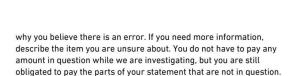
## Finance Charge Computation For Personal Line

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,



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

**Account Number:** 

Statement Date:

Page:

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.







Wayne, NJ 07474-0558

Last Statement: August 31, 2025 Statement Ending: September 30, 2025

1 M0656BLK100125071340 23 000000000 2823 002



MARSH LANDING TOWNHOUSE CONDOMINIUM VIII 👺 ASSOCIATION INC RESERVE ACCOUNT C/O KPG ACCOUNTING SERVICES 3400 TAMIAMI TRL N SUITE 302 NAPLES FL 34103-3717

Email: contactus@valley.com Visit Us Online: www.valley.com

1720 Route 23, Wayne, NJ 07470 Mail To:

#### **Account Statement**

#### PROPERTY MANAGEMENT MMA - XXXXXX8567

SUMMARY FOR THE PERIOD: 09/01/25 - 09/30/25

MARSH LANDING TOWNHOUSE CONDOMINIUM VIII

**Beginning Balance** \$49,741.63

**Deposits & Other Credits** \$122.80

Withdrawals & Other Debits \$0.00

**Ending Balance** \$49,864.43

#### **TRANSACTIONS**

Date	Description	Withdrawals & Other Debits	Deposits & Other Credits	Balance
	Beginning Balance			\$49,741.63
09/30	INTEREST CREDIT		\$122.80	\$49,864.43
Ending	Balance			\$49,864.43

#### INTEREST RATE CALCULATIONS

Avg. Stmt. Collected Balance	\$49,741.00	Annual % Yield Earned	3.05%
Year-to-Date Interest Paid	\$873.21	Interest Paid	\$122.80

#### **OVERDRAFT FEES**

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







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

#### 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)	

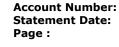
## Finance Charge Computation For Personal Line

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.



