

[Date]

[Recipient Name/Title]

[Company Name]

[Address Line 1]

[Address Line 2]

Subject: Certification of Assessment Status

Property Address: [Full Property Address]

Unit Number: [Unit Number]

Homeowner Name: [Homeowner Name]

To Whom It May Concern,

This letter serves to certify the status of the condominium association dues and assessments for the property mentioned above as of [Current Date].

The current assessment status is as follows:

- **Monthly Assessment Amount:** \$[Amount]
- **Current Balance:** \$[Amount]
- **Next Due Date:** [Date]
- **Status:** [Current / Delinquent / Paid in Advance]

Total amount required to bring the account current (including any late fees or interest):
\$[Amount]

The monthly dues cover [List services, e.g., water, trash, insurance, maintenance]. There are [Number] special assessments currently active or pending at this time.

This certification is valid through [Expiration Date]. Please contact our office at [Phone Number] or [Email Address] if you require further information.

Sincerely,

[Signature]

[Name of Authorized Representative]

[Title, e.g., HOA President / Property Manager]

[Association Name]