



Summer Village of Ma-Me-O Beach

P.O. Box 100 (605 - 2nd Avenue)

Ma-Me-O Beach, Alberta T0C 1X0

Phone: (780) 586-2494 Fax: (780) 586-3567 E-mail: information@svofficepl.com



RE: YARD MAINTENANCE INCLUDING LEAF RAKING AND LAWN MOWING

Once again, the yard maintenance program is offered seasonally under the FCSS program between May 1 and September 30th of each year. Lawn mowing will be done on a weekly basis, weather permitting. Yard maintenance services, including mowing and raking are repetitive, low cost, and highly utilized. For this reason, yard maintenance services will be invoiced on a seasonal basis. There will be three levels of billing based on the size of the yard and related length of time to perform the service.

The Family and Community Support Services administrator sets the rates for FCSS services provided to senior clients.

The purpose of this letter is to set an accounts receivable process that will streamline the collection of client fees.

Small yards -annual fee \$120.00

Medium yards -annual fee \$180.00

Large yards -annual fee \$240.00

No yard maintenance will be provided until the annual fee is paid at the Summer Villages Office.

If you have any questions or concerns regarding this matter, please feel free to contact the undersigned at 780-335-3444 or stop in at my office Thursdays between 8:00 a.m. and 4:00 p.m.

Yours truly,

Sharon James-Lock

FCSS Co-ordinator