



NEW MEMBERSHIP CARDS – EFFECTIVE APRIL 1st, 2018

ABRA Membership Cards are MANDATORY for access to Auburn House Facility, Park and Lake. Due to a recent change in software systems, the ABRA is issuing all Auburn Bay residents a NEW Membership Card. Effective **April 1st, 2018** all other ABRA Memberships Cards are EXPIRED and will no longer be accepted.

For all residents ages 12+, to obtain your new card, please ensure you bring the following information to Auburn House:

- Residents ages 18+, MUST bring along a piece of Alberta Government Photo Identification such as Alberta Driver's License or an Alberta Identification Card with your Auburn Bay address listed as your residency. NO EXCEPTIONS!
- Youth residents between the ages of 12-17, can obtain an Alberta Identification card at your local registry.
- Children ages 11 and under, do not require photo identification.

In addition to the Alberta Government Identification Card, the following information is also required:

- Certificate of Title, if you are the property owner, **AND**
- Tenant Agreement, if you rent your Auburn Bay property. *Please note, all tenants still MUST have an Alberta Government Photo Identification with the Auburn Bay address.

Please **NOTE**, ABRA 2018/19 Annual Fees **MUST** be paid in full prior to obtaining your **NEW** Membership Card.

Auburn Bay Residents Association

200 Auburn Bay Blvd SE
Calgary, AB T3M 0A4

RE: Auburn Bay Residents Association (ABRA) 2018/19 Annual Fees

March 1st, 2018

Dear Auburn Bay Resident,

As a property owner in the community of Auburn Bay you are a member of the Auburn Bay Residents Association (ABRA). The ABRA is a not-for-profit organization which manages assets owned by the Association for the benefit of Auburn Bay residents. An encumbrance is registered on all property titles in Auburn Bay in favor of your Association to ensure annual payments are provided in accordance with the Articles of Association. Membership is mandatory and applies to each and every property owner in Auburn Bay.

Enclosed is your ABRA 2018/19 annual fee notice. Following an extensive and comprehensive review of the 2018/19 budget, the ABRA Board of Directors has approved the annual fees; you will note there is a 2.5% increase to this year's fees. This minimal increase will assist with the financial impact of the carbon tax increase, changes to Alberta Labour Laws and minimum wage increase. To offer further clarification on the fees, a copy of the 2018/19 budget is enclosed and will also be posted on our website at www.AuburnBayRA.ca. **Annual fees are due April 1st, 2018. Interest is applied to all accounts outstanding after April 30th, 2018.**

Benefits of membership supports facilities like Auburn House, a social and recreational centre for use by Auburn Bay Residents. Association fees also go to support programmed Association events, activities and the Auburn House website. The Association also owns and maintains several decorative corners, the lake, the Auburn House Park, lake access ways and entry features.

If you are not the original owner to whom the envelope has been addressed, these fees still apply to you as the current owner. If you are a renter at this address, please give this letter and fee notice to your landlord. Please contact the Auburn Bay Residents Association at (403) 537-2601 if you have any questions or to update our records.

Kind Regards,

Chrissie Rozak, General Manager

Auburn Bay Residents Association – ABRA

Methods of Payment

1. DEBIT and/or CREDIT CARD: 9:00am – 10:00pm Monday to Sunday in person or by phone; OR
2. CASH – 9:00am – 5:00pm Monday to Friday in person; OR
3. CHEQUE – Please make your cheque payable to the 'Auburn Bay Residents Association'. Drop off at Auburn House or mail to address listed above.
4. ONLINE – Starting March 10th, 2018 - www.AuburnBayRA.ca (Click on 'Pay Your Fees' located on the home page). A new account will need to be created due to the implementation of a new software management system. Please follow the simple instructions listed on the website to set up your account. *Please note there is a \$5.00 transaction fee to use the online payment system.
5. NEW***DROP BOX – Starting March 1st, 2018, all residents can now bypass the line ups and use our secured DROP BOX to fill out the credit card authorization slip, along with other details, and the ABRA staff will process your payment within five (5) business days. You can also submit a cheque in the DROP BOX as well. Please note, the DROP BOX will be inside the facility, so drop off **MUST** be within Auburn House hours of operation (Monday to Sunday 9am-10pm).