October 30, 2025

Dear Litchfield-By-The-Sea Owner,

Over the last few months, your volunteer Board of Directors and Management of Litchfield-By-The-Sea have diligently worked to create a fair and realistic budget for 2026. The 2026 budget considers all the organizational changes over the past year, and it incorporates our 2026 goals as we continually work to enhance the Community.

The 2026 budget was shared with the Community on October 14th during an open Town Hall Meeting. During the meeting, each line item within the budget was reviewed, explained, and questions were answered. The budget was then unanimously approved during the October 16th meeting of the Board of Directors. The approved budget resulted in an Annual Assessment increase of 6%. This increase was necessary to keep up with the normal annual increase in operational expenses and 'catch up' from last year. You may recall, in 2025 the Annual Assessments did not increase. Therefore, the average increase in Annual Assessment for the last 2 years is approx. 3% per year. In addition, there is no Special Assessment planned for 2026.

LBTS maintains a robust and responsible financial position through its budget, investments, reserve fund management, financial management, and adherence to industry best practices for homeowner associations. The financial health of the Association is verified by an annual independent audit of the books and records, which can be accessed through the Owners Portal. This commitment to financial transparency and responsibility is a testament to our dedication to serving the community.

2026 Coupon Books will be created and mailed to owners at the beginning of December (owners already signed up for ACH will not receive coupons). The first payment with your 2026 Coupons will be the Assessment due on January 1st, 2026. Now is a great time to update your mailing address if it has changed during the last year. This will ensure you receive your coupon book. Below is information on the Owner Portal, where you can update your mailing address, and options to make your Assessment Payments.

Owner Portal - Litchfield-By-The-Sea has partnered with CINC Systems to provide you with an Owner Portal. To register and access your Owner Portal navigate to: https://litchfieldbythesea.cincwebaxis.com/ and follow the instructions provided. You will need your LBTS Account Number and LBTS Address information to register and log in. Registering for the Owner Portal provides you with the following features:

1. Account Information**:** Once you have logged into your account, you can access your account history and balance information by clicking on the Account Information link on the left side of your screen. Within Account Information, you can update your personal information, including your mailing and email address, and you can elect to receive statements via email.

2. ARB Requests**:** Once you have logged into your account, you can also submit Architectural Review Board requests and check their status by clicking the ARB request link.

3. Reservations**:** Once you have logged into your account, you can also submit reservations for the Beach Clubhouse and view the community calendar.

4. Text Communications**:** Once you have logged into your account, you can also elect to receive LBTS newsletters, emails, and text communications.

Payment Options for Assessments - Litchfield By The Sea, in conjunction with CINC Systems and Pinnacle Bank, provides the following options to pay your LBTS Assessment:

1. ACH Payments. ACH stands for Automated Clearing House; a U.S. financial network used for electronic payments and money transfers. Also known as "direct payments,". ACH payments are a way to transfer money from one bank account to another without using paper checks, electronic checks (e-checks), or credit/debit cards. In addition, owners that use ACH will automatically have their payment adjusted each year if assessments change. To sign up for ACH, just complete and return the attached "*Authorization Agreement for Automatic ACH Deposits*" and we'll get you started. ******This is the preferred method to pay your assessment*** *and* ***ACH is FREE****!*

2. Online Payments: You will be able to make monthly online payments using either e-check or credit cards (fees may apply). To make online payments, please register and log in to the Owner Portal (instructions are above). This portal has been designed to allow you the convenience of making your payments online and accessing your account information. Note- beginning 1/1/2026 the fee for e-checks is $1.99 per transaction.

3. Online Recurring Payments: To set up online recurring payments, please register and log in to the Owner Portal (instructions are above and fees may apply). To initiate recurring payments, log into your account and then click the Pay Assessments Link. On the Pay Assessments page, you can choose to set up your recurring payments for e-checks or credit card by clicking on the New Recurring e-check or New Recurring Credit Card link. Note- beginning 1/1/2026 the fee for e-checks is $1.99 per transaction.

4. Lockbox Service (checks): Your monthly coupons will have our payment address on the remittance portion you send with your payment. When paying by check, please make sure to make it payable to Litchfield-By-The-Sea and include your account number (LBTSxxxxxxx) on the memo line.

5. Online Bill Pay: If you would like to pay your assessments using your bank's online payment service, you must confirm that the payee (Litchfield-By-The-Sea) and Address are correct to ensure your payment is received. If you already have your Assessment payment set up through Bill Pay, **YOU MUST UPDATE THE PAYMENT AMOUNT WITH YOUR FINANCIAL INSTITUTION TO REFLECT THE NEW ASSESSMENT**. The LBTS address is below:

   Litchfield-By-The-Sea Community Association
   49 Wall Street
   Pawleys Island SC 29585

2026 Assessments

Property Type	Ocean Side/River Club		Willbrook Blvd (West Side)	
	Monthly	Annually	Monthly	Annually
Improved (Constructed)	$144.00	$1,728.00	$49.00	$588.00
Unimproved (Not Yet Constructed)	$105.00	$1,260.00	$37.00	$444.00

River Club Single Family	Monthly	Annually
Cable TV/Internet	$59.42	$713.04
Trash (1x per week)	$12.83	$153.96
Recycling (Every Other Week)	$12.84	$154.08

Commercial Properties	Monthly	Annually
River Club Golf Course	$652.00	$7,824.00
68 Wall Street		$2,267.00
28 Wall Street		$2,497.00
14240 Ocean Hwy		$6,190.00
106 Wall Street		$776.00
90 Wall Street		$2,044.00
150 Wall Street		$1,865.00
130 Wall Street		$134.00
149 Wall Street		$216.00
99 Wall Street		$191.00
129 Wall Street		$173.00
93 Wall Street		$216.00
69 Wall Street		$241.00
14290 Ocean Hwy		$373.00
14290 Ocean Hwy		$1,773.00

Thank you for taking the time to review this information and the 2026 budget included in this correspondence. We are committed to protecting and enhancing the value of your LBTS investment and improving the services we provide to the Community. Your support in this endeavor is greatly appreciated!

Best Regards,

Litchfield-By-The-Sea Community Association
Board of Directors