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**From:** Liu, Selina (CPC)  
**Sent:** Friday, July 19, 2019 3:52 PM  
**To:** joe\_kirchofer@avalonbay.com; anna\_baruch@avalonbay.com  
**Cc:** McKellar, Jennifer (CPC); Poling, Jeanie (CPC); Ko, Yvonne (CPC); Lyons, Anika (CPC)  
**Subject:** Notice (1st) Of Installment Payments === Balboa Reservoir 2018-007883EEA,EIR, TIS Installment  
**Attachments:** 50% Balboa Reservoir 2018-007883EEA,EIR & TIS Installment.pdf

Hi Joe & Anna,

This payment reminder is from Selina.

Our records indicate that the payment on your account has been overdue in the total amount of **\$127,000.00** over 10 days.

If there is any question and circumstance, please feel free to contact us.

We look forward to receiving your payment soon .

Thank you,

**Best Regards,**  
Selina Liu

**Account Clerk , Finance Division**

Direct: 415-575-9042 | Fax: 415-558-6409

**San Francisco Planning** 1650 Mission Street, Suite 400  
San Francisco, CA 94103

**[San Francisco Property Information Map](#)**



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