

Law Firm of Jessica H. Miller, LLC

595 Canyon Boulevard, Suite #9
Boulder, CO 80302
(303) 443-0568

March 31, 2020

Roosevelt Ridge HOA
33 Anchorage Lane
Duxbury MA 02332

Invoice # 2852

Professional Services

	<u>Hours</u>	<u>Amount</u>
3/3/2020 ATTY Receive and review email from Client; draft email to Client re: Kennedy foreclosure.	0.20	56.00
3/11/2020 ATTY Draft correspondence to Board re: cistern.	1.20	336.00
3/12/2020 ATTY Review and revise correspondence to Board per comments from Client; draft email to Client.	0.50	140.00
3/13/2020 ASST Preparation of final correspondence for circulation.	0.25	18.75
ATTY Receive and review email from Board re: cistern.	0.10	28.00
3/31/2020 ATTY Receive and review email from Client; draft email to Client.	0.20	56.00
For professional services rendered	<u>2.45</u>	<u>\$634.75</u>
3/31/2020 Payment from account		(\$634.75)
Total payments and adjustments		<u>(\$634.75)</u>
Please replenish Client funds with		\$634.75
Balance due		<u>\$634.75</u>
Client funds transactions		
Previous balance of Client Trust Account		\$282.90
3/31/2020 Deposit to account		\$917.10
3/31/2020 Payment from account		<u>(\$634.75)</u>
New balance of Client Trust Account		<u>\$565.25</u>