

[Your Name]  
[Your Address]  
[City, State, ZIP Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Society Name]  
[Society Address]  
[City, State, ZIP Code]

Dear [Society Committee/Board Members],

Subject: Proposal for Restructuring Maintenance Fees

I hope this letter finds you well. I am writing to propose a restructuring of the current maintenance fees for our society, [Society Name], in light of [reason for proposal, e.g., rising costs, need for additional services, etc.].

After careful consideration and consultation with fellow residents, I believe that a revised fee structure can enhance our community's services while ensuring fairness and transparency. I would like to suggest the following points for discussion:

1. **\*\*Overview of Current Fees\*\***: [Briefly outline the current fee structure and any issues faced.]
2. **\*\*Proposed Changes\*\***: [Detail any proposed changes, e.g., new fee levels, categories, or services included.]
3. **\*\*Rationale for Changes\*\***: [Explain why these changes are necessary and beneficial for the community.]
4. **\*\*Resident Feedback\*\***: [Mention the importance of gathering input from all residents before implementation.]

I kindly request that this proposal be included in the agenda for the next society meeting. I believe that with proper discussion, we can arrive at a solution that meets our community's needs.

Thank you for considering this important matter. I look forward to your positive response.

Sincerely,

[Your Name]  
[Your Apartment/Unit Number]  
[Society Name]