



Gerstle, Rosen & Goldenberg, P.A.
Certified Public Accountants

Mark R. Gerstle, C.P.A., CFF
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February 12, 2026

Board of Directors
Carlton House Management
Association, Inc.
c/o Castle Management
2701 s. Ocean Blvd.
Highland Beach, FL 33487

Dear Board Members:

We are pleased to confirm our acceptance and understanding of the services we are to provide for Carlton House Management Association, Inc., (the "Association") for the year ended December 31, 2025.

We will audit the financial statements of Carlton House Management Association, Inc., which comprise the balance sheet as of December 31, 2025, and the related statements of revenues, expenses, and changes in fund balances and cash flows for the year then ended, and the related notes to the financial statements. If provided to us by the Association, the document we submit to you will include supplementary information about future major repairs and replacements required by the Financial Accounting Standards Board (FASB). Although we will apply certain limited procedures with respect to the required supplementary information, we will not audit the information and will not express an opinion on it. Also, the following supplementary information accompanying the financial statements will be subjected to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, in accordance with auditing standards generally accepted in the United States of America, and our auditor's report will provide an opinion on it in relation to the financial statements as a whole:

- 1) Detailed statement of operating revenues and expenses budget comparison.

Audit Objective

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of your accounting records and other procedures that we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our audit of the Association's financial statements. Our report will be addressed to the Board of Directors and unit owners of the Association. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add an emphasis-of-matter paragraph or other-matter paragraph. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

HOLLYWOOD

Venture Corporate Center
3440 Hollywood Blvd.
Suite 100
Hollywood, FL 33021
Phone: 305.937.0116
Fax: 305.937.0128

BOCA RATON

3835 N.W. Boca Raton Blvd.
Suite 100
Boca Raton, FL 33431
Phone: 561.447.4000
Fax: 561.447.4004

FT. MYERS

12595 New Brittany Blvd.
Bldg. 20W
Fort Myers, FL 33907
Phone: 239.672.4364
Fax: 239.672.4367

NAPLES

999 Vanderbilt Beach Rd.
Suite 200
Naples, FL 34108
Phone: 1.239.325.5000
Fax: 1.239.325.5001

ORLANDO

111 North Orange Ave.
Suite 800
Orlando, FL 32801
Phone: 407.564.2812
Fax: 407.564.2057

Audit Procedures

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and direct confirmation of cash, investments, and certain other assets and liabilities by correspondence with creditors and financial institutions. Our procedures will not determine whether the funds designated for future major repairs and replacements are adequate to meet such future costs because such a determination is outside the scope of the engagement. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to that inquiry. At the conclusion of our audit, we will also require certain written representations from you about the financial statements and related matters. If we are unable to obtain these representations from you, we reserve the right to issue a disclaimer of opinion.

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or government regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us even though the audit is properly planned and performed in accordance with U. S. generally accepted auditing standards. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or government regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors that come to our attention, and we will inform you of any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

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Other Services

As part of our engagement, we will prepare the corporate income tax return for the year ended December 31, 2025 (1120H) based on information provided by you. We will also prepare the financial statements of Carlton House Management Association, Inc. in conformity with the U.S. generally accepted accounting principles based on the information provided by you.

We will perform the services in accordance with applicable professional standards, including the Statements on Standards for Tax Services issued by the American Institute of Certified Public Accountants. The other services are limited to the financial statement and tax services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities. We will advise management with regard to tax positions taken in the preparation of the tax returns, but management must make all decisions with regard to these matters.

Management Responsibilities

You are responsible for designing, implementing, and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of financial position, results of operations, and cash flows in conformity with U.S. generally accepted accounting principles. You are also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (a) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements (b) additional information that we may request for the purpose of the audit, and (c) unrestricted access to persons within the company from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Association involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Association received in communications from employees, former employees, regulators or others. In addition, you are responsible for identifying and ensuring that the Association complies with applicable laws and regulations. You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon.

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Your responsibilities also include designating qualified individuals with suitable skill, knowledge, and/or experience to be responsible and accountable for overseeing financial statement preparation, tax services, and any other non-attest services we perform as part of this engagement, as well as evaluating the adequacy and results of those services and accepting responsibility for them.

Use of Subcontractors and Third-Party Products

We may from time to time and depending on the circumstances and nature of the services we are providing, share your confidential information with third-party service providers, some of whom may be cloud-based, but we remain committed to maintaining the confidentiality and security of your information.

Accordingly, we maintain internal policies, procedures and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality terms with all service providers to maintain the confidentiality of your information and will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure appropriate confidentiality terms with a third-party service provider, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Although we will use our best efforts to make the sharing of your information with such third parties secure from unauthorized access, no completely secure system for electronic data transfer exists. As such, by your signature below, you understand that the firm makes no warranty, expressed or implied, on the security of electronic data transfers.

Engagement Administration, Fees and Other

Luis Lavandeira is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be \$9,000, with a retainer in the amount of \$4,000 due upon signing, the balance payable upon completion of the draft, which shall be due and payable to our office located at 3440 Hollywood Boulevard, Suite 100, Hollywood, Florida 33021. In the event of any special assessments, insurance claims or settlements either not in existence or not disclosed to us as of the date of this engagement letter, there will be an additional fee per non reported event. **The proposed fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances that require additional work (i.e. damages due to natural disasters or acts of God) will not be encountered during the audit.** If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Additional Fees

If changes are requested to be made after we start audit work or to the draft financial statements for bookkeeping related items, which are outside the scope of our engagement (e.g. revised year-end packages by bookkeeper or client, small unrecorded payables and accruals or reclassification entries that should have been recorded prior to us beginning our engagement), we will bill additional fees on an hourly rate of \$350 to make these bookkeeping changes. This engagement includes one meeting to present the audit. Additional meetings with management and/or the Board of Directors to present or discuss the results of the engagement or for any other matters will be billed at our standard hourly rates.

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You will be responsible for all attorneys' fees and costs necessitated by nonpayment for the services rendered, and venue for such collection of fees and costs shall be Palm Beach County, Florida. If any lawsuit arises out of our accountant/client relationship, and we shall prevail, then you will pay all attorney's fees and costs (appellate or otherwise) connected herewith.

We appreciate the opportunity to be of service to Carlton House Management Association, Inc., and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Gerstle, Rosen & Goldenberg, P.A.

GERSTLE, ROSEN & GOLDENBERG, P.A.
Certified Public Accountants

This letter correctly sets forth the understanding of

CARLTON HOUSE MANAGEMENT ASSOCIATION, INC.

SIGNATURE: *Judith Lenney*
TITLE: *Secretary*
DATE: *2/27/2026*

Bryan Lopez-Pena

From: BRIAN DUFFY <btduffy322@gmail.com>
Sent: Wednesday, February 25, 2026 10:11 PM
To: Bryan Lopez-Pena
Cc: obemorgan@gmail.com; judyfenney1@gmail.com; johnliptak@icloud.com; Bobby Adzemovic; darekbal@yahoo.com
Subject: Re: Carlton House-Audit & Taxes Engagement Letters-CPA

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Report Suspicious

We need two more board members to approve Getsle, Rosen and Goldberg for Audit and Tax. Thanks!
Brian

On Feb 25, 2026, at 1:45 PM, Bryan Lopez-Pena <blopez@castlegroup.com> wrote:

Hi Board,

I'm following up on my previous email regarding the CPA engagement letter. Kindly review, sign, and return it at your earliest convenience.

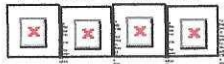
Please let me know if you require any additional information. I look forward to your response.

Kind regards,

<2025signature_2298c9c0-9578-463f-a7f3-fdcdb7b50bab.png>

Bryan Lopez-Pena

Property Manager | Castle Group
2701 S Ocean Blvd, Highland Beach, FL 33487
blopez@castlegroup.com | www.castlegroup.com
P: 800. 337.5850



<signaturerecommendation(2)_1567fa83-d687-49de-a632-308a636f23e3.png>

From: Bryan Lopez-Pena
Sent: Friday, February 20, 2026 10:53 AM

Bryan Lopez-Pena

From: Judy Fenney <judyfenney1@gmail.com>
Sent: Thursday, February 26, 2026 8:25 AM
To: BRIAN DUFFY
Cc: Bryan Lopez-Pena; obemorgan@gmail.com; johnliptak@icloud.com; Bobby Adzemovic; darekbal@yahoo.com
Subject: Re: Carlton House-Audit & Taxes Engagement Letters-CPA

Follow Up Flag: Follow up
Flag Status: Flagged

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I will approve

Sent from my iPhone

On Feb 25, 2026, at 10:11 PM, BRIAN DUFFY <btduffy322@gmail.com> wrote:

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<2025signature_2298c9c0-9578-463f-a7f3-fdcdbd7b50bab.png>

Bryan Lopez-Pena
Property Manager | Castle Group

Bryan Lopez-Pena

From: Johnliptak@icloud.com
Sent: Thursday, February 26, 2026 3:57 PM
To: 'BRIAN DUFFY'; Bryan Lopez-Pena
Cc: obemorgan@gmail.com; judyfenney1@gmail.com; Bobby Adzemovic; darekbal@yahoo.com
Subject: RE: Carlton House-Audit & Taxes Engagement Letters-CPA

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[Report Suspicious](#)

approved

Warm Regards
John Liptak, PSM
Johnliptak@icloud.com
786.547.6340

From: BRIAN DUFFY <btduffy322@gmail.com>
Sent: Wednesday, February 25, 2026 10:11 PM
To: Bryan Lopez-Pena <blopez@castlegroup.com>
Cc: obemorgan@gmail.com; judyfenney1@gmail.com; johnliptak@icloud.com; Bobby Adzemovic <badzemovic@castlegroup.com>; darekbal@yahoo.com
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