

Procedure for sending an item to collection

This procedure adopted by the HOA Board is to provide support to the collection processes described in the Restrictive Covenants and the By Laws. The HOA Board has the sole authority to make decisions regarding matters of collection.

Any matter involving monies due the Association is delinquent if not paid within 30 days of the date it is due and payable.

When a payment reaches 30 days past due, the HOA Board will send a second statement by written communication (either email or regular post may be used).

After 60 days late the matter will be turned over to a Collection Attorney.

For Special Assessments the schedule may be accelerated.

Refer to the Restrictive Covenants and By Laws for more detail on this matter.

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