

Harbour Heights Community Homeowner's Association Dues Collection Policy & Timelines

March 1st each year: Annual community association dues are billed and mailed out to each community member on record. Dues are due 30 days later on April 1st.

April 1st each year: A notice is mailed to all late payers notifying them of the late fee the assessment of a 42.00 late fee and re-requesting timely payment of the association dues.

May 1st of each year: A 30 day past due notice is mailed.

June 1st of each year: a 60 day past due notice is mailed.

July 1st of each year: a 90 day past due notice is mailed, this notice advises the community association member that a lien can and will be filed on any member property with a balance owed to the association at or in excess of \$400 on August 1st or 120 days past due the due date. No further notice will be given on delinquent accounts.

Payment Plans – are subject to board approval. If approved a good faith effort must be made by the community member to bring the balance current with minimum increments of \$50.00 payments per month. Interest and late fees will not be waived on balances due, however so long the payments are made timely the board will not file a lien; however the community association reserves the right to file a lien and/or turn the account over to collection at any time to protect their interests.

Approved 8/26/2015