

Pines of Wekiva HOA Notice regarding dues payment and collection, effective 2010

As property owners in the Pines of Wekiva, you are responsible for paying quarterly dues on time. Your homeowners' association relies on the collection of dues from every home in our neighborhood in order to maintain, repair or improve the common areas. We are a not-for-profit organization with an annual operating budget formulated on the timely collection of dues every quarter, and so our collection measures must be effective. To fulfill the duties required by our covenant declarations, the Board of Directors has adopted a collection procedure that is both stern and effective. Payment of quarterly dues is not optional, so please see the following details regarding our collection procedure established in compliance with state law:

- **Pines of Wekiva Homeowners Association Fees are due on the 1st day of every January, April, July and October. The association allows a grace period of 30 days.**
- **After 30 days of the due date, accounts where payments are not posted will begin to accrue late fees and interest.** A stern reminder notice is sent within 7 days describing the actions to be taken. Please do not ignore it and please make your payment by way of any method described further below.
- **After 60 days of the due date, our management company will process a Notice of Intent to Lien (via certified mail) on any accounts not settled and will apply an additional administration fee.** Ignoring this letter in any way will not change any terms in this collection process. Regardless of the circumstances, the Board strongly recommends communication regarding settlement. Any information obtained will be used for the purpose of collecting the debt. You will only have 45 days to settle this new balance before the next expensive step. Again, do not ignore this notice.
- **After 105 days of the due date, accounts not settled will be forwarded to the association attorney to proceed with property lien application.** The attorney performs several actions in this process and your association pays an advance deposit to cover the costs, at which point, the delinquent account assumes all responsibility for these related expenses. There is no easy way around this step, and the expenses are not cheap! Expect at least an additional \$700 to be added to the settlement total of the account. It is important to know that at this level, account settlement is only completed through the attorney. Once your case is in their hands, you cannot send a payment hoping to avert attorney expenses. The attorney will provide you with a payoff statement at any time, and any payment plan agreements are administered through the attorney.
- **Until this delinquent amount is settled, no new coupon books are sent and quarterly assessments and interest still accrues as they become sequentially due.**
- **As a last alternative your association has the lawful right to pursue foreclosure on delinquent accounts and serve eviction action.** While not a desired action on anyone's part, it falls within the associations rights. Any outstanding covenant violations only serve to make matters worse.

Coupon books are printed and mailed in December each year as a courtesy to homeowners to the address on record. If you lose or misplace your coupon book, you may request a replacement book for a \$10 fee. Like a car payment, your obligation to pay is not affected by the loss or misplacement of payment coupons. If your account is in the care of an attorney, you will not receive a coupon book until complete settlement is made with the attorney or collection agency. There is no option to skip a dues payment at any time whether or not in the care of an attorney.

Payments Options through Mutual of Omaha Bank:

- **Mail with coupon to:** The Pines of Wekiva Homeowner's Association, PO Box 61325, Phoenix AZ 85082-1325
- **E-Check:** Go to MutualofOmahabank.com and select the upper tab for association banking and click on homeowners to select the appropriate payment resource.
- **Mastercard:** Go to MutualofOmahabank.com and select the upper tab for association banking and click on homeowners to select the appropriate payment resource.
- **Individual Bank transfers:** You can set up quarterly payments through your own bank or pay annual amount in full in advance.