

**Sea Club** of Indian Shores Condominium Association, Inc.  
19725 Gulf Blvd. #600 - Indian Shores, Florida 33785  
Seaclub33785@gmail.com      seaclubcoa.com

## **Sea Club Late Fee Policy**

**MEMBER Monthly Condominium fees are due on the 1<sup>st</sup> day of each month.**

### **In accordance with our Condo by-laws**

If payment has not been received by the 15<sup>th</sup> of the month, a \$25.00 late fee is applied to the members account.

All payments are credited first to LATE FEES, and if applicable, to interest charges and or attorney fees, and then to monthly due amount. When late, a letter generated by our CPA firm is mailed to the member as notice that their account is past due. So, help yourself and don't ignore the letter or late fee, because unpaid, it will create another late fee. If you only send in the normal monthly dues as payment you will just compound the problem. Also, any returned checks will incur a \$50.00 return check fee in addition to the late fee of \$25.00

Auto pay ACH is available and is collected by the bank lockbox service. To sign up for auto pay, contact our CSR at Richard Commons CPA, at 727-461-9770 or email [rcc@rcommonscpa.com](mailto:rcc@rcommonscpa.com) and request the auto pay form. Remember to include your unit# at Sea Club.

Past Due Accounts are referred to collection via our attorney for accounts that have an outstanding balance (including late fees) for 90 days.

No exceptions, waiver, or alteration to the policy, unless approved by 3 board members.

What you need to do:

1. Pay your monthly dues by the 1<sup>st</sup> of each month. (Best way auto-pay)
2. Update your address, email, phone number with both the association and the CPA (The CPA firm sends out the mailings and coupon books. late notices etc,)
3. Pay any late fees right away, so as to stop the assessment of additional fees.
4. Remember, the Sea Club Association budget depends on everyone paying their share each month to meet our expenses.

Thank You  
The Sea Club Board of Directors.

Form 201913