

## Armfield Homeowners Association, Inc.

### Assessment Collection Policy

Each Member is obligated to pay to Armfield Homeowners Association, Inc. (“the Association”) annual and special assessments and may be obligated to pay fees, penalties and fines, which are secured by a continuing lien upon the property against which the assessment is made. Any assessments, fees, penalties and fines which are not paid when due shall be delinquent. If the assessments, fees, penalties and fines are not paid within thirty (30) days after the due date, the Member will be assessed a late payment penalty, and the Association may bring an action at law against the Owner personally obligated to pay the same or foreclose the lien against the property, and interest, costs and reasonable attorney's fees of any such action shall be added to the amount of the assessments.

The Association utilizes the following schedule for collection of annual and special assessment fees and penalties:

30 Days after due date:	10% penalty assessed based on the unpaid balance of the assessment, fee, penalty or fine;
60 Days after due date:	15 day written notice of possible attorney action sent to Owner(s);
75 Days after due date:	Account placed with attorney for collection. Owner(s) will be personally obligated for all collection expenses incurred, including but not limited to; attorney fees to prepare and send a demand letter, file a claim of lien, commence foreclosure proceedings, and if necessary conducting a foreclosure sale.

The Association reserves the right to modify this schedule and to engage third party debt collection agencies to collect any and all amounts due.

The Board understands this schedule may seem harsh to some Owners, however this policy will only affect those Owners who refuse to fulfill their obligations to our community. The law is clear -- the Association Board of Directors has a fiduciary duty to collect outstanding accounts due.