

## **NOTICE OF HEARING**

Date of this notice (at least 10 days prior to hearing date):

Date and time of hearing (within 15 days of request):

Location of hearing:

Date of request for hearing by homeowner:

The Board of Directors of Andover Glen Homeowners Association will conduct a hearing regarding the following violation of our covenants by a homeowner:

Name:

Address:

The specific issue relating to the violation:

The Covenant section, paragraph, and text relating to this issue:

The hearing is open to all homeowners. Neither the original referrer nor the noncomplying homeowner must attend the hearing. A quorum (5) of the Board must attend. At the beginning of the hearing, the President will summarize the Board's decision on the noncompliance issue with relevant supporting evidence, testimony, and witnesses. The noncomplying homeowner may make an opening statement and present evidence, testimony, and witnesses. Each party will have equal opportunities for rebuttal and closing statements. The Board will then discuss the issue, vote, and render a decision and may impose a fine or other legal remedies. Five or more Board members must vote in favor of any action. The decision will be sent by certified mail to the noncomplying homeowner within 3 days. The Fine Schedule is as follows: First violation = warning letter, Second violation = \$50, Third violation of same covenant = \$100. All fines are due within 30 days of the date of the letter. The fines are subject to the AGHA collection and lien process.