

# CAMDEN RIDGE HOMEOWNERS ASSOCIATION

## DUES POLICY

1. Annual dues are due on January 1st of each year.
2. Payments can be mailed to the HOA, dropped into the mailbox located at the front gate to the pool, or made via PayPal.
3. Annual dues not received by the HOA by March 31 will be considered in Late Payment Status. A late fee, equal to \$40.00, shall be charged to the owners account for dues, or any part thereof, not received by this date.
4. Owners in late payment status shall not be eligible to serve as an officer or a member of the board of directors, and shall have their pool use and membership voting privileges suspended, until all delinquent dues are paid in full.
5. Not later than 30 days after entering Late Payment Status, the Treasurer or their designee will send the owner a Notice of Delinquency via certified US mail delivery advising the owner/s that their dues/account is late and now in Delinquent Status. Owners will be advised of the intent of the HOA to seek a judgment and file a Lien against their property unless all dues and late fees assessed are not paid in full or a payment plan agreement reached within 30 days of the date of the Notice of Delinquency. Any mail that is returned due to lack of acceptance or a forwarding address will result in immediate collection.
6. If no payment is received or not payment agreement reached within 30 days of the date of the delinquency notice, the President or the HOA's attorney shall seek a judgement on Owner/s dues accounts that remain in delinquent status in order to place a lien on the Owner's property.
7. Not later than 30 days after placement of lien, the Treasurer or their representative will will send the owner a Notice of Pending Collection via regular US mail delivery or hand mail, advising the Owners of the intent of the HOA to consider options or collection on unpaid dues unless all dues and late fees assessed are not paid in full or a payment plan agreement reached within 30 days of the date of the Notice of Collection. Options available for collection include, but are not limited to, garnishment, referral to a Collection Agency, Credit reporting agencies, and foreclosure of lien.

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8. If no response to the Notice of Collection is received within 30 days, the Board of Directors will schedule a meeting to determine what manner of collection, if any, shall be pursued. The Board shall provide not less than ten days notice of meeting to the owner.
9. All costs incurred by the HOA in conjunction with pursuing collection of delinquent dues will be added to the Owner's account and considered payable in full when posted.
10. Prior to the release of any lien, or dismissal of any legal action, all assessments, late charges, interest, and costs of collection, including attorneys' fees, must be paid in full.
11. In the event that there is a conflict between this policy and the bylaws, the bylaws shall govern.
12. This Late Payment and Delinquent Dues Policy will become effective January 1, 2022. The policies and practices outlined shall remain in effect until such time as they may be changed, modified, or amended.