

HAMPTON CHASE HOMEOWNERS ASSOCIATION, INC.

BOARD RESOLUTION: ASSESSMENT COLLECTION POLICY

Effective Date: May 26th, 2026

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The Board of Directors of Hampton Chase Homeowners Association, Inc. adopts the following Assessment Collection Policy pursuant to the Association's Declaration of Covenants, Conditions, Restrictions, Easements, and Assessments and Chapter 720, Florida Statutes.

1. Annual Assessments

Annual assessments are due on January 1 of each calendar year.

Courtesy assessment statements or invoices shall be mailed on or about December 1 of the preceding year. Failure to receive an invoice or statement does not relieve an owner of the obligation to timely pay assessments.

2. Delinquent Accounts

Any assessment not paid in full by January 31 shall be considered delinquent.

A late fee equal to the greater of Twenty-Five Dollars (\$25.00) or five percent (5%) of the delinquent installment shall be imposed.

Interest shall begin accruing on January 31 at the maximum annual rate permitted by the Governing Documents and applicable Florida law and shall be calculated retroactive to the original assessment due date until paid in full.

3. Collection Costs

The Association may recover all costs associated with collection of delinquent assessments, including but not limited to:

- Administrative fees
- Certified mailing costs
- Interest
- Late fees
- Attorney fees
- Court costs
- Lien recording fees
- Collection agency fees

to the fullest extent permitted by the Governing Documents and Florida law.

4. Notice of Delinquency

The Association will mail courtesy reminder notices and delinquency notices as an additional service to homeowners. Failure to receive a notice due to mail delivery issues, address changes, or other circumstances shall not invalidate the owner's obligation to timely pay assessments or prevent the Association from proceeding with collection activity.

A Notice of Late Assessment shall be mailed on or about March 1 for accounts that remain delinquent.

All statutory notices required under Chapter 720, Florida Statutes, shall be provided prior to filing a lien, foreclosure action, or other collection remedies.

5. Referral to Legal Counsel

Any account remaining delinquent as of April 1 shall be referred to the Association's attorney or authorized collection representative for collection proceedings.

Upon referral, all attorney fees, collection costs, administrative costs, and related expenses permitted by the Governing Documents and Florida law shall become the responsibility of the owner.

6. Liens and Foreclosure

The Association may record a Claim of Lien against any property for unpaid assessments and may pursue foreclosure or other legal remedies authorized by the Governing Documents and Florida law.

7. Application of Payments

Payments received on delinquent accounts shall be applied in the order required by Florida Statute 720.3085, as amended from time to time.

8. Suspension of Rights

The Association may suspend voting rights and rights to use Association common areas or facilities for any owner whose account remains delinquent, subject to the Governing Documents and Florida law.

9. Payment Plans

The Board of Directors may approve payment plans on a case-by-case basis. Approval of a payment plan does not waive the Association's right to pursue collection remedies in the event of default.

Once an account has been referred to legal counsel for collection, all payment arrangements and communications regarding the delinquent balance shall be handled directly through the Association's attorney or authorized collection representative.

10. Conflicts and Severability

In the event of any conflict between this Resolution, the Governing Documents, or applicable Florida law, the Governing Documents and Florida law shall control.

If any portion of this Resolution is determined to be invalid or unenforceable, the remaining provisions shall remain in full force and effect.

Adopted by the Board of Directors on: May 26, 2026

President: Pam Duff

Secretary: Melanie Heil

Treasurer: Andrea Joseph