

**OAKS OF ATASCOCITA C.I.A**  
**COLLECTION POLICY**

**NOTICE OF ASSESSMENT:**

The 2016 homeowner's assessment is \$436.58 per lot. The assessment amount is due on or before January 31, 2016. This amount is due on January 1, 2016, and it becomes delinquent if not paid by February 1, 2016. If your fees become delinquent, a late fee of 6% APR will be assessed on any unpaid balance.

**INSTALLMENT PAYMENTS:**

You may pay your assessment over time; however your payment plan must be approved in writing on the Association's payment plan form. Payment plan payments must be made at least monthly, and interest will continue to accrue on the unpaid balance. Installment payment requests must be accompanied by a \$25.00 application fee.

**All partial payments will be charged a \$5.00 per payment administrative processing charge.**

**NOTICE OF COLLECTION POLICIES:**

For balances that remain outstanding on or after March 1, 2016, a collection demand letter will be sent by certified and regular mail with an additional collection charge added to your account balance.

Accounts who have received a collection letter and who remain delinquent on or after April 1, 2016 will be assigned to the Association's attorney for collection. Once this assignment takes place, all contact regarding your account will be through the attorney. The attorney's fees (which will be substantial) will be added to your account balance. The attorney will send foreclosure demand letters and appropriate notification to the mortgage company, if any. Failing these collection attempts, the attorney will seek to foreclose on the Association's lien through foreclosure lawsuit.

**OTHER ADMINISTRATIVE POLICIES:**

NSF Checks will incur \$25 NSF check charge, payable to the Association

Statements are rendered by the Association as a courtesy and may not include all legal fee charges if the account has been assigned to the Association's attorney.

Statements are mailed to property owners only. Duplicate copies for mortgage, tax, and title companies are available upon requests to <https://www.homewisedocs.com>

Important: Address changes will be recognized *only* if requested on the Association's official change of address form or by advice from a title company pursuant to a real estate closing.