

Warner Creek Homeowners Association Late Fee & Collection Policy

Payments required under the Association's Governing Documents are due on an Annual Basis. Currently, Association dues are due March 1st and considered late if not received by April 1st. As a courtesy, the Warner Creek Homeowners Association mails one individual invoice to every homeowner. Failure of Warner Creek to send a notice, or the homeowner to receive the notice, shall not prevent further collection action, or excuse the homeowner from payment of all delinquent association dues, late fees, or collection charges. If a member does not pay in full any expense due to the association by its due date, the payment will be deemed delinquent.

Payments can be made free of charge by way of check by using the resident portal or by credit card where convenience fees apply. If you are in need assistance with the resident portal, please contact Compass Management at 734-582-9603 or via email at managers@compass-pm.com

If the association does not receive payment for any expense due by the date required, the following steps will be taken and the delinquent member shall pay late fees listed below:

1. A \$25.00 late fee, applied on the 15th of every month until balance is paid in full.
2. The first late notice will be mailed / emailed to the homeowner if payment is not received by the 15th of the month.
3. The second late notice will be mailed / emailed to the homeowner if payment is not received within (10) ten days from the first notice.
4. The third and final late notice will be mailed / emailed to the homeowner if payment is not received within (10) ten days from the second notice.

In addition to late fees, for each check from a member that a bank returns for any reason, the member must pay a \$35.00 NSF Bank Fee made payable to Warner Creek HOA.

If a member becomes more than (90) Ninety days delinquent or has an unpaid balance, the member will receive a 10-Day Demand For Payment Notice from legal. All expenses for collection services will be billed to the homeowner.

If the association does not receive payment after the 10-Day Demand for payment, a lien may be recorded against the lot if the arrearage is not paid. At this time, the members account will be turned over to ADAC Collections.

All fees incurred by an attorney or collection agency to recover the delinquent amounts will be assessed to the member. Attached, please find a disclosure of fees from ADAC Collections.

Due to Fair Debt Collection Practices, all questions regarding the members account must be directed to ADAC Collections once the account has been assigned to collections.

Adopted by the Board: April 6, 2022

Effective Date: May 21, 2022