

The CLEARMEADOWS COMMUNITY ASSOCIATION has adopted the following procedures and policies for the collection of assessments and other charges of the Association;

Due Dates The annual assessment as determined by the Association and as allowed for in the Declaration shall be due and payable quarterly due on the first day of January, April, July and October. Assessments or other charges not paid to the Association by the 5th day of the beginning month in which they are due shall be considered past due and delinquent.

Invoices The Association may but shall not be required to invoice Homeowners as a condition to a Homeowner's obligation to pay assessments or other charges of the Association. The invoice should be mailed or sent to the Homeowner prior to the 20th day of the month preceding each due date.

Late Charge A quarterly installment of the annual assessment shall be past due and delinquent if not paid by the 5th day of the month in which it is due. The Association shall impose a late charge negotiated by the Board of Directors with the managing agent on the outstanding or past due balance then due the Association. An additional late charge negotiated by the Board of Directors with the managing agent shall accrue during each and every subsequent 30-day period that the assessment remains unpaid.

Interest Delinquent assessments, fines or other charges due the Association may bear interest at 18 percent (18%) per annum.

Attorney Fees As an additional expense permitted under the Declaration, Articles and Bylaws, the Association shall be entitled to recover its reasonable attorneys fees incurred in the collection of assessments or other charges due the Association from a delinquent homeowner.

Collection Letters After a monthly installment of the annual assessment or other charge due the Association becomes 30 days past due, the Association may cause but shall not be required to send, a collection letter to be sent to the Homeowners who are delinquent in payment.

Additionally, the Association may but shall not be required to send a letter to the Homeowner advising that their account has been referred to the Association's agents for collection.

Use of Certified Mail/Regular Mail In the event the Association shall cause a collection letter or notices to be sent to a delinquent Homeowner by regular mail, the Association shall not be required to send an that letter or notice by certified mail.

Liens The Association may file a Notice of Lien against the property of any delinquent Homeowner in accordance with the terms and provisions of the Declarations, Articles and Bylaws.

Referral of Delinquent Accounts The Association may but shall not be required to refer delinquent accounts to one or more collection agencies for collection. Upon referral to a collection agency, the agency shall take all appropriate action to collect the amounts referred.

Ongoing Evaluation Nothing in this procedure shall require the Association Board of Directors to take specific actions other than to notify Homeowners of the adoption of these procedures. The Association Board of Directors has the option and right to continue to evaluate each delinquency on a case-by-case basis.

This policy is adopted this 17th day of January, 2008 at an open Board meeting where a quorum of the Board was present and becomes effective immediately.

ATTEST:



Chris Leedle
President



Monte Silliman
Secretary

1-23-08