



Collection Policy

The fees contained in this document are accepted by the Board of Directors as an integral part of the Del Webb at Viera Homeowners Association budget. Fees and policies may be subject to change in accordance with Homeowners Association governing documents and the Homeowners Association reserves the right to correct typographical errors that may be contained herein.

HOMEOWNERS ASSOCIATION ASSESSMENT AND FEES:

Resale Capital Contribution = \$2,000

Monthly Assessments are determined per lot type once per year and documented in the approved annual budget.

Additional Gate Access Device (2 are included)		\$25.00
Golf Cart Access Gate Card		\$25.00
Golf Cart Registration Fee		\$5.00
Resident Copies (per page)	Black & White	\$0.25
	Color	\$0.50
	Color	\$0.25
Scanning		Free
Returned Check Fee	Actual Bank Fee Charge	
Management Record Review Fee Per Hour		\$50.00
Resale Applications/Leases		\$150.00

ARC/LANDSCAPE MODIFICATION COMMITTEE FEES AND FINES:

Application Fees for All Modifications	No Charge
Completion Deposit (for debris and damage)	\$2000.00
Damage to Community Property (fine plus cost of repair to damaged property) (Any work encroaching on common property that must be restored)	\$100+Cost of Repair

COLLECTION POLICY

Del Webb at Viera Homeowners Association

COLLECTION POLICY

Policy No. 1104.1

WHEREAS, the Board is vested with the authority and the responsibility to establish payment due dates, late charges, and other matters affecting the collection of assessments and other charges levied upon homeowners.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of Del Webb at Viera Homeowners Association, that assessment and other charges shall be paid and delinquent accounts shall be collected in the following manner:

A. Property Owners

1. Base assessments and neighborhood assessments are billed monthly on member statements. Assessments shall be paid on or by the first day of each month.
2. A homeowner's account not paid by the due date will be considered delinquent. A late fee of \$25.00 per month will be applied to any unpaid balance beyond ten (10) days of the due date.
3. Accounts which are delinquent greater than 30 days shall be sent a "warning of lien and/or suspension letter", which may be incorporated as part of the community association account statement, and will be charged interest at 18% annually, or 1.5% per month. Interest shall be calculated from the date the charge or assessment was due until the date paid. The homeowner will have 15 days in which to bring the account current or request a hearing before the Board.
4. In the event that any payment is not made within 45 days of the date it is due, the account will be referred to legal counsel for collection action. At this time legal counsel shall notify the owner by letter of default and indicate that the owner shall pay all costs incurred by the Community Association in collecting the debt and that such amount shall be added to the delinquent owner's outstanding balance.
5. Once referred to Community Association counsel, the goal will be to collect the funds as quickly as possible, or, in the event that the ability of recovery is unlikely, then the goal shall be to proceed with foreclosure as quickly as possible. While such action may result in the Community Association incurring legal fees that it will not recover, it is designed to force a change in the ownership to someone who will pay the assessments in a timely fashion.
6. In the event an owner fails to pay assessments within 45 or more days from the date it is due, then the Community Association shall send the owner a notice of intent to lien. If assessments remain unpaid 45 days thereafter, the Community Association will file the lien and will send a notice of intent to foreclose on that lien. If after a further 45 days, assessments still remain unpaid, the Association shall commence foreclosure action. In the event that the property is being leased, then the Community Association may petition for the appointment of a receiver if deemed advisable by the Association's Property Manager and legal counsel.

7. If the account is still delinquent after 90 days, the member and all Co-occupants shall be suspended from the right to use any recreational facility within the Common Area, including but not limited to, fitness center, pool, and automatic gates and the Community Association may proceed with any remedy available to collect unpaid assessments, and associated fees.

Recap of above deadlines:

1 st of month	Payment Due
11 th of month	Late fee of \$25.00 or 5% (whichever is greater) and \$30 Late letter admin fee*
30 days from due date	Warning of lien/suspension
45 days from due date	Referred to legal counsel for collection
45 days from due date	Send owner notice of intent to lien
90 days from due date	File Lien and send notice of Intent to foreclose

8. In order to address unusual and non-recurring financial problems that arise from time to time, the Board hereby adopts the following procedure for owners to apply for a deferral of HOA fees. Such deferral may be obtained utilizing the following procedures:
- An owner seeking a deferral shall apply to the Board of Directors no later than 10 days after the date in which the assessment payment is due. The Petition shall outline and provide supporting documentation justifying the reasons for the inability to make the payment, how this situation will be rectified and what measures are being taken to protect the Community Association.
 - No deferral will be for a period in excess of three (3) months.
 - Before becoming effective, such deferral must be approved by the Board of Directors in its sole discretion.
 - An owner shall only be entitled to one deferral for any 12-month period.
9. At the discretion of the Board, owners may be granted a one-time waiver of late fees and interest. This does not include a waiver of late letter administration fees as this is a charge to the association and shall be charged to the owner account.

* The late letter fee may change based on the charge from the management company for this administrative service notice.