

## HFCA ASSESSMENT COLLECTION POLICY


The Hadley Farms Community Association, Inc. (HFCA) is legally responsible for the payment of expenses related to the common areas and facilities, including grounds maintenance and upkeep of the facilities (Community Center, basketball court, tennis court, tot lots, etc.) In order to meet this obligation, HFCA must levy and collect assessments from all community home owners.

Article IV, Section I of the Declaration of Covenants, Conditions and Restrictions for HCFA provides for creation of a lien and personal obligation for annual maintenance assessments upon each member of the Association. Article VII, Section 2(c)(3) of the HCFA Bylaws establishes the duty of the Board of Directors to bring an action against homeowners for assessments which are not paid within thirty (30) days after the due date. Article IV, Section 8 of the Declaration of Covenants and Restrictions for the HFCA provides that any assessment not paid within thirty (30) days after the due date shall bear interest from the due date at the rate of six percent (6) per annum and the Association may bring any action at law necessary for the collection of any unpaid assessment.

Article VII, Section I of the HFCA Bylaws empowers the Board of Directors to promulgate procedures for the collection of assessments. The following procedures have been established for the collection of assessments. It is in concert with the HFCA governing documents and applicable Maryland laws.

- A. All homeowners are responsible for timely payment of their assessments regardless of a lack of an assessment notice.
- B. The annual assessment shall be due on a monthly basis. Each payment shall be considered late thirty (30) days after the invoice date.
- C. When payment is late by thirty (30) days after the invoice date, a late fee is assessed to the homeowner ( as provided under State Law). HFCA or its authorized agent shall send a letter to the property owner notifying them of their delinquency and that the late fee has been assessed. This late fee will appear on the bill and continue to accrue on each monthly assessment that the homeowners are in arrears. The unpaid balance also bears interest from the due date at the rate of six percent (6%) per annum, as provided in the governing documents.
- D. Any assessment which remains unpaid on the ninetieth (90th) day after the invoice date shall be considered extremely delinquent. HFCA or its authorized legal agent may send a "Notice of Intent to File Suite for Collection" (via certified mail) as provided by the Maryland law.
- E. For any homeowner whose account has an unpaid balance exceeding \$1500, HFCA may instruct legal counsel to file a suit for collection against their property. Should the homeowner not bring their account current within an additional thirty (30) days, HFCA may file suit in district court and/or foreclose on the property.

PLEASE NOTE, DELINQUENT HOMEOWNERS WILL BE RESPONSIBLE FOR ALL COSTS (ATTORNEY fees, INTEREST, LIEN FILING FEES, COURT COSTS, ETC.) UNDER TAKEN IN THE PURSUIT OF PAYMENT.

  
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Board President

2/11/20  
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Date