

Walnut Creek HOA  
c/o All Points Community Management LLC  
141 Prosperous Place, Suite 21A  
Lexington, KY 40509

### Walnut Creek HOA Delinquent Assessment Collection Policy

1. The annual fee of the Association will be due on January 1 of each year and will be considered past due if not paid within 30 days.
  2. After 30 days, any delinquent members will be sent a reminder notice and late fees of \$5/month will begin to accrue.
  3. After 60 days, a second notice will be sent. This notice will request immediate payment and put the member on notice that if the dues remain unpaid, the Association attorney will be authorized to take further collection action. Any resultant legal fees will be the responsibility of the delinquent member.
  4. After 90 days, the attorney will notify the delinquent member of the past due balance and that further collection action, including but not limited to the filing of a lien, may occur if the account remains unpaid.
  5. After 120 days, the attorney will file a lien on the member's property and send the member a copy.
  6. After 150 days, the attorney will draft a complaint for foreclosure to be filed if amounts due to the Association remain unpaid. A copy will be sent to the member with notice that the complaint will be filed within 30 days if unpaid.
  7. After 180 days, the attorney will file the complaint and the member will be served with notice via the court system.
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- All costs associated with the use of legal services will be charged to and remain the financial responsibility of the delinquent member.
  - All notices referenced in this policy will be sent by regular US mail to the member's mailing address on file with the Association. It is the responsibility of each member to ensure the Association has a current mailing address. Legal notices may also be sent by certified mail, but nothing in this policy will require that.
  - The Board of Directors reserves the right to deviate from this policy on a case-by-case basis, like in the event of financial hardship or other extenuating circumstances from a member.
  - This policy may be amended from time to time by majority vote of the Association Board of Directors.

This policy was approved at the 2/28/2022 Walnut Creek HOA Board meeting.