

CIRCLE G AT HIGHLANDS WEST
HOMEOWNERS ASSOCIATION
BOARD RESOLUTION

WHEREAS the Board of Directors of CIRCLE G AT HIGHLANDS WEST Homeowners Association is empowered to govern the affairs of the Association and has a fiduciary responsibility to collect assessments and other amounts owed to the Association.

AND, whereas, the Board of Directors hereby accepts and approves the following **ASSESSMENT COLLECTION POLICY** and hereby gives the Managing Agent permission to collect on delinquent accounts as outlined in this process effective May 8, 2014.

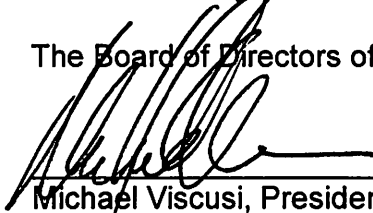
Assessments are due on the 1st of January, April, July & October. Assessments are past due if not received by the 30th of each month.

Assessment Collection Schedule:

1. All assessments not paid within thirty (30) days of becoming due shall receive a late fee of ten dollars (\$10) and re-bill notification fee.
2. If the assessment remains unpaid after forty-five (45) days of first becoming due. The account will be transferred to the Associations attorney for the purpose of collecting a debt.

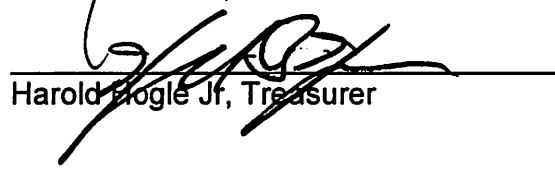
Attorneys or Management have no authority to negotiate reductions of debt, waive assessments or fines. A written request must be submitted to the Board of Directors to request waiver or reduction of any fines or late fees.

The Board of Directors of Circle G at Highlands West Homeowners Association:



Michael Viscusi, President

5/7/14
Date



Harold Hogle Jr, Treasurer

5/7/14
Date