

Whitehawk Owners Association
Collection Policy for Delinquent Accounts
Effective April 25, 2014

Whereas the Board of Directors of the Association is charged with the responsibility of collecting assessments for common expenses from homeowners pursuant to Article 4, Section 2 of the Declaration, Article 3, Section 18(e) of the Bylaws; and

Whereas from time to time homeowners become delinquent in their payments of these assessments and fail to respond to the demands from the Board to bring their accounts current; and

Whereas the Board deems it to be in the best interests of the Association to adopt a uniform and systematic procedure for dealing with delinquent accounts in a timely manner, and further believes it to be in the best interests of the Association to refer these accounts promptly to an attorney or collection agency for collection so as to minimize the Association's loss of assessment revenue; and

Whereas the Board has directed the Association's attorneys or collection agency to represent the Association on the terms outlined in this resolution; Now, Therefore,

Be It Resolved that the Association's attorneys or collection agency shall pursue all collections and other matters which the Board, acting through the Manager, may from time to time refer to them and to provide any advice and counsel which the Board may from time to time require; and

Be It Further Resolved that the Manager, acting on behalf of the Association, shall pay the Association's attorneys and/or collection agency their usual and customary charges for time incurred in connection with their representation of the Association, together with all costs incurred by the firm, including but not limited to fees and charges for filing, service of process, messenger service, photocopies, postage, long distance calls, investigator's services, credit reports, and title reports, promptly upon receipt of the monthly invoice; and

Be It Further Resolved that pursuant to Article 4, Section 7 and RCW 64.38.020(11) of the Declaration there is hereby levied against any assessment account not paid in full as of the tenth (10) day of the month, a late fee of \$20.00 which the Manager is authorized and directed to charge and collect from any delinquent homeowner; and

Be It Further Resolved that pursuant to Article 4, Section 7 of the Declaration there is hereby levied against any assessment account which is not paid in full as of the thirtieth (30) day of the month interest from the date of delinquency at the rate of twelve percent (12%) of the amount owing which the Manager is authorized and directed to charge and collect from any delinquent homeowner; and

Be It Further Resolved that the Manager is directed to send to any homeowner who is more than thirty (30) days delinquent in payment of a regular or special assessment, or other charges authorized by the Association's governing documents (hereinafter referred to as "Assessments"), a written notice of the interest fee and request for immediate payment in the form of a statement; and

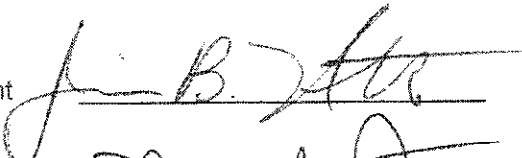
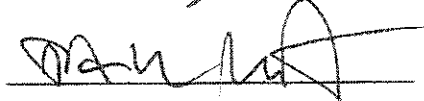
Be It Further Resolved that the Manager is directed to send to any homeowner who is more than sixty (60) days delinquent in the payment of Assessments written notice that, if the account is not paid in full within 30 days, the account may be turned over for Claim of Lien and/or further collection action and the homeowner will be liable for all costs charged to the Association; and

Be It Further Resolved that the Manager is directed to send to any homeowner who is more than ninety (90) days delinquent written notice of delinquent Assessments via certified mail, return receipt requested, of the Association's Intent To Lien and/or send to a collection agency; and

Be It Further Resolved that if the account is not paid in full within ten (10) days a lien may be placed on the property. Further legal/collection action may ensue if the account is not paid in full. The homeowner will be liable for payment of all charges imposed for collections to cover fees and costs charged to the Association; and

Be It Further Resolved that a copy of this resolution shall be sent to all homeowners at their last known address.

This resolution was adopted by the Board of Directors on March 24th, 2014, and shall be effective on April 25th, 2014.

President  Date: 3-24-14
Secretary  Date: 03/24/14