



PO Box 332
Oroville, WA 98844
9mileranchhoa.org

Collection Policy

Referenced "Articles" are from Nine Mile Ranch (9MR) CC&Rs unless otherwise stated.

Background:

- Assessment period is from June 1st through May 31st. This is also the fiscal year for 9MR.
- Assessments are due the first day of July. (Article IV, Section 9); 30 days past due is August 1st.

Collection Policy:

- Statements and letters will be sent to past due Lot Owners according to the Collection Procedure below.
- A \$10 late fee was adopted by the Board of Directors at the September 7, 2018 Board meeting. This is a yearly one time fee to be charged August 1st when accounts are 30 days past due.
- Interest will be charged on all past due accounts starting August 1st at 12% per annum. (Article IV, Section 10)
- Liens will be filed at Okanogan County against Lots 3 years or more past due. A \$210 charge will be invoiced to those Lot Owners at the time of filing to cover the cost of placing the lien and the cost of releasing the lien when balance is paid in full. Lien amount will include assessments owed, plus interest and lien fee. (Article IV, Section 10)
- Voting rights will be suspended on Lot Owners past due until balance is paid in full. (Article III, Section 1 a.)
- Late fee will be waived for those Lot Owners that are making payments on their past due assessments.

Collection Procedure:

- *June 1st*: Assessment billing mailed to Lot Owners dated June 1st. (Bylaw Article VII, Section 2ii)
- *August 1st* at 30 days past due: Implement charging interest for current year at 12% per annum. (Article IV, Section 10)
- *August 1st*: Charge accounts \$10.00 late fee.
- *August 1st*: Send out statements. Statements will reflect interest to date and late fee.
- *September 1st*: Send out statements with letter requesting payment/communication.
- *October 1st*: Send out letter to notify upcoming lien filing. Lien notification will be sent certified mail. Send letter to all other past due Lot Owners that are not set to have lien filed in November.
- *November 1st*: File liens and charge Lot Owners lien costs.
- Continue to charge interest and sending statements.