

WESTCHESTER OWNER'S COMMITTEE
FEE COLLECTION POLICY

This fee collection policy was approved by the Board of Trustees of Westchester Owner's Committee on the 28th day of October, 2014.

- 1) All maintenance fee statements are to be mailed to owners last known address on or before December 5 each year.
- 2) Maintenance fees are due in full January 1 each year and become delinquent February 1 each year.
- 3) Owners who have not paid their maintenance fees in full before February 1 each year, and are not on an approved payment agreement, will be sent a reminder notice no later than February 10 each year. A collection fee equal to 10% (ten-percent) of the annual maintenance fee for that year will be assessed to that owner's account in addition to finance charges.
- 4) Owners who have not paid their maintenance fees in full before March 1 each year, and are not on an approved payment agreement, will be sent a certified letter notice, with a copy by regular mail, no later than March 10 each year. A collection fee of \$35.00 will be assessed to owner's account, in addition to finance charges.
- 5) Accounts which remain delinquent after April 1 each year will be reviewed by the Trustees of the Westchester Owners Committee for referral to the Association's attorney for collection. All legal fees incurred will be assessed to the owner's account.

WESTCHESTER OWNERS COMMITTEE, INC
CERTIFICATION

I, the undersigned, being President of the Westchester Owners Committee, Inc., hereby certify that the foregoing policy was adopted by the Westchester Owners Committee Board of Trustees.

By: William R. Tuttle President

Print Name WILLIAM R. TUTTLE