

South Landing (SL) POA Annual Assessment Collection Procedure and Policy

In order to have a consistent and effective procedure in collecting annual POA dues from all property owners, the following Policy will be followed from April 30, 2016 on forward. This supersedes any previous policy and was adopted by a vote of the South Landing Board on April 27, 2016

1. A notification and invoice of annual POA dues will be sent out to all SL property owners by the Treasurer of the SL Board each year in early November. The due date for payment of POA dues for the coming year will be December 31 of the current year for the following Budget year.
2. A reminder notification will be sent out by the Treasurer to all those who have not paid by end of January.
3. A \$20 per month late fee will be assessed to all delinquent accounts for every month not paid beginning in January.
4. For those property owners who still haven't paid, or been in contact with the Treasurer, by April 1, a 15 day "demand letter" will be sent. Those who do not remit payment within 15 days of the date on the letter the collection process will be turned over to South Landing's attorney. This may result in a lien and ultimately foreclosure on the property.
5. Once turned over to the attorney the property owner (or his/her renter) will no longer have access to SL activities and amenities (swimming pool, tennis courts etc.)
6. In the event of non-payment after placement of liens, the Board will vote on pursuing Foreclosure on delinquent properties. It is the priority of the Board to achieve 100% collection of annual assessments.