

# **REFLECTION LAKE COMMUNITY ASSOCIATION COLLECTION POLICY**

**From: RLCA Board of Directors**

**To: RLCA Treasurer**

**Date: November 28, 2022**

**Affective Date: January 15, 2023**

This policy is to insure guidance to all current and future association treasurers.

**Annual Dues:** Billed yearly; Collected by August 1<sup>st</sup> each year.

**Late Fees of \$20:** Billed each month; Beginning October 1<sup>st</sup> each year.

**Lien Filed:** After TWELVE (12) months of non-payment; August 1<sup>st</sup> each year if no payment arrangement is kept current.

**Lien Payment:** May only be paid by cashiers check to RLCA's Attorney.

**Lien Payment Includes:** Amount owed to RLCA, Late Fees, Filing Fee, Attorney Fee, TWELVE PERCENT (12%) Interest, and Release Fee.

**Other Collections: Payment for Damages / Fines.** Due 30 days from billing date, \$50 Late Fee, RLCA cost incurred, Court cost, plus filing fee.

**Negotiated Payments:** Should a member have an emergency issue, the Treasurer or President is authorized to set up a payment schedule, waiver of late charges, or exempt the member from the current year lien collection.

  
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RLCA President  
Joe Kokinda