

**White Birch Lakes Recreational Association**  
**ASSESSMENT COLLECTION SCHEDULE & POLICY**

**Revised 12-10-2022**

**February 15**

Deadline for Assessment invoices to be mailed March 1

Assessments are due in full; unless a signed monthly/quarterly payment plan is arranged.

**April 1**

A \$31.00 Service fee will be added to all accounts that do not have a ZERO balance and/or Members who have chosen a monthly or quarterly payment plan.

**May 2**

A lien notice will be sent to Members who are 2 months delinquent; a past-due payment plan will be offered.

**June 1**

Account statements will be mailed to all Members with a balance greater than ZERO.

**August 1**

Liens will be placed on all properties that are 3 months delinquent; recording costs will be added to Member's balances.

**September 2**

A 30-day collection referral notice will be sent to Members who are 6 months delinquent. October 15 Accounts for Members delinquent for 225 days will be referred to a Collection Company for payment.

**November 15**

Collection agency reports unpaid debt to credit reporting agencies.

- Members who are not in good standing will have their privileges suspended until such time that their balances are up to date.
- The Association no longer accepts deeds for property for unpaid Assessments.
- The Board may choose to take legal action that may include the foreclosure of property for delinquent accounts.
- The 2003 Assessment collection policy is voided.

Please refer to the Associations 2004 Bylaws (Revised August 11, 2017) for information regarding:

- Responsibility of Assessment Balance at Time of Transfer - Article III, Section 4
- Suspension of Privileges of Membership - Article III, Section 7
- Determination of Assessment - Article XIV, Section 1
- Collection and Lien—Article XIV, Section 2
- Suspension - Article XIV, Section 3
- Personal Liability - Article XIV, Section 4