

ASSESSMENTS

REMINDER

**Andover Glen HOA**

**Aurora, CO 80015**

July 1x, 20xx

RE: PAYMENT REMINDER NOTICE

Dear Andover Glen Owner:

Enclosed is a reminder statement for your account with Andover Glen HOA. If you have already sent in your payment, please disregard this notice. The annual assessment is due on July 1<sup>st</sup> and considered late if not received before July 30<sup>th</sup>. Interest will be assessed to all past due accounts on July 31, 200xx

If you have any questions regarding your account, please feel free to contact me at the address on this letterhead or by any of the means below.

Sincerely,

Treasurer

Andover Glen HOA