

BHOA Dues and collection

General Information

- 1) Dues must be received by close of business on Jan 15.
- 2) If you MOVE before your house is sold, send an email or write a letter notifying the BHOA of an alternate billing address to avoid late fees.
- 3) If you RENT your home, send an email or write a letter notifying the BHOA of an alternate billing address to avoid late fees.

General Information regarding dues payment

- 1) can assess late fees for unpaid dues but should not exceed \$50.
Note: we charge late fee of \$15 monthly.
- 2) Can assess late fee on top of unpaid late fee.
- 3) If unpaid fees exist, payments get applied to the unpaid balance first. Thus, the homeowner can accrue late fees for unpaid dues for the current billing statement. Any unpaid fees will be noted in your statement.
- 4) Homeowner will reimburse BHOA for any bounced checks.
- 5) Homeowner account will be sent to an attorney for collection after 2 months of nonpayment of dues and outstanding fees; thus, after March 15.

Legal process for Unpaid Dues

- 1) Meeting with attorney held
- 2) Attorney sends Demand Letter to homeowner
- 3) Homeowner has 14 days to pay.
- 4) Deed information and legal description of property is gathered by attorney.
- 5) If payment not received in 14 days, 'Notice of Lien' filing is sent to homeowner.
- 6) Lien is filed with courts.
- 7) Lien is in place for 20 years.
- 8) While the Lien is in place, late fees continue to accrue.
- 9) Homeowner responsible for attorney costs to include cost of demand letter, costs associated with filing of lien, and phone calls homeowner has with the attorney.
- 10) Homeowner assumes legal costs associated with removing the lien.

BHOA mailing and email address:

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