



August 2010

Dear Columbine Lakes Townhouse Homeowner:

To properly resolve various delinquency problems that arise from time to time, Westwind Management Group, Inc. proposed an amended "Delinquency Policy" at the Board meeting held August 18, 2010. The Board unanimously approved the **amended** delinquency policy.

Your Columbine Lakes Townhouse Association's monthly maintenance fee is due on the **FIRST** of each month. Columbine Lakes Townhouse Association allows a grace period until the **LAST DAY OF THE MONTH**. If your payment is not received by the **LAST DAY OF THE MONTH**, a 10% late charge will be assessed to your account and all recreational privileges will be suspended. If the maintenance fee continues to remain unpaid, Westwind Management charges you collection fees to pay for our additional collection work.

The following are Board-approved collection charges that will be added to your account if a maintenance fee becomes delinquent. **PLEASE REMEMBER MAINTENANCE FEES ARE DUE BY THE 1ST OF EACH MONTH.**

- A. If no payment is received by the **LAST DAY** of the month a first delinquency notice is sent – interest at 10% per annum added, all recreational privileges will be suspended and **\$30.00 COLLECTION FEE IS ASSESSED.**
- B. Forty-five (45) days delinquent, a second delinquency and lien notice will be sent. **\$30.00 COST OF COLLECTION CHARGE BY WESTWIND**
- C. If the delinquency problem is not resolved within sixty (60) days after it is due, your home will be liened for the delinquent assessments and accumulated late and/or collection charges and will be turned over to the Association's attorney for prompt legal action. -- **\$125.00 COST OF COLLECTION CHARGE PLUS ATTORNEY FEES**

Delinquent monthly maintenance fees can be a very critical problem and Westwind Management takes collection of those fees very seriously. Please help us, and especially yourself, by keeping your monthly maintenance fees current.

THIS COLLECTION AND LATE CHARGE POLICY WILL TAKE EFFECT AUGUST 18, 2010.

Sincerely,
For the Columbine Lakes Townhouse Association Board of Directors

Kent Kuhlmann, CMCA®
Association Business Manager



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