



FEES PAYMENT SCHEDULE
BRANDYWINE HOMEOWNERS ASSOCIATION, INC.

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FISCAL YEAR – the fiscal year begins on Oct. 1st and ends Sept 30th.

ASSESSMENT SCHEDULE – payments are due by the first day of each quarter.

1st quarter --- payment due by --- Oct. 1st

2nd quarter -- payment due by --- Jan. 1st

3rd quarter --- payment due by --- Apr. 1st

4th quarter --- payment due by --- July 1st

ASSESSMENT AMOUNT - \$63.00 each quarter. Annual payments of \$252.00 are encouraged as are payments for multiple quarters.

DELINQUENCY – Payments not received by the 10th day of the quarter are delinquent.

Please note the following legal disclosures only pertain if timely required payments are not received.

NOTICES – On or around the 10th day of each quarter a ‘reminder letter’ will be mailed to each member whose assessments are not current with the exception of those previously notified of current or pending collection efforts. This letter will remind the member of their financial responsibility and serve as a warning that if the account is not paid in full within 15 days the account will be turned over to an attorney for ‘Final Notice’ legal action. The legal action will result in approximately \$200.00 in attorney fees plus the past due assessments and related costs.

INTEREST CHARGES – Interest charges in the amount specified in the Declaration of Covenants and Restrictions (10% per annum) will also be added to the delinquent account.

LIENS – If the account is still unpaid including all assessments, administrative charges, interest charges and attorney fees within 45 days of the ‘Final Notice’ a lien will be filed by the Attorney with the Clerk of Volusia County. This action will result in approximately \$100.00 in legal fees including an additional cost of approximately \$50 for filing the release plus all related costs added to the delinquent account.

RELEASE OF LIEN – The lien will be released only when the account is brought current including charges and legal fees and approximately \$50.00 for filing the release.

PAYMENT PLAN – A payment plan for overdue assessment balances and fees will be offered on request, at the discretion of the Board.

COLLECTING RENTS – At the discretion of the Board, a leased property may be turned over to the Attorney to assign payment of the rent to the Association to satisfy outstanding assessments and related costs.

MEDIATION- Alternative dispute resolution by a certified mediator may be pursued prior to a court filing.

SMALL CLAIMS COURT – Any lien may be turned over to the Attorney to seek a judgment in small claims court at the discretion of the Board

FORECLOSURE – Any lien may be turned over to the Attorney to begin a foreclosure procedure at the discretion of the Board.

INJUNCTION - Any violation of the Covenants and Restrictions or Board rules may be turned over to the Attorney for legal action after proper notice and the approval of the board of directors.