

GENERAL INFORMATION

AUTOMATIC WITHDRAWAL ASSESSMENT PAYMENTS

The Homeowners Association offers automatic monthly assessment payments. An automatic payment form must be filled out and signed to start your automatic payments. Please contact the HOA Management Office for your form.

LATE FEE POLICY

Monthly homeowner assessments are due on the 1ST of each month. The monthly assessments are delinquent if not received by the **10th of each month**. Assessments are mailed directly to Pacific Northwest Bank. The bank must receive the payments on or before the 10th. **All assessments not received by the 10th receive a Late Fee Notice and a Late Fee of \$25.00 is charged to your account.** Late Fee Notice lists items shown as unpaid on each account. After 3 months of Late Fee notices on one unit owner, a notice is mailed declaring possibility of lien against property if payments are not brought to date.

RECYCLING

It is very important that every effort is made to recycle all of our recyclables. We are able to save on our garbage billing if we have less garbage and more recycling. At this time we have two Recycle Bins at the entrance parking lot and one Recycle Bin at the north end of Glen Acres Drive. By reducing household wastes and using a recycling program, we all can help conserve landfill space. More than half of what typically goes into the garbage can be recycled - that includes paper, aluminum and tin cans, glass, newspapers and plastics. Keeping recyclable items out of the waste stream saves landfill space - recycling is more cost effective and an ecologically wise alternative to disposal. On the next page is a list of items which can be recycled and how to prepare them.