

# Dunwoody Oaks Homeowners Association Inc.

## 2024 COLLECTIONS POLICY – Annual Assessments

Dear Homeowner,

As we are faced with increasing maintenance issues for the neighborhood, unfortunately we have no choice other than to increase the annual dues for 2024 to \$329 for Dunwoody Oaks and \$408 for Lennox Lake. We are still amongst the lowest in the area for the amenities that we have (clubhouse/pool/tennis court/lakes). The due date is **Jan 28<sup>th</sup>**. Payments received after **Feb 28<sup>th</sup>** will be subject to interest at the rate of 10% per annum, and a late fee of \$10 per month will be applied. If you plan to make payments, an agreement must now be signed.

### **LIENS FILED:**

- This is notice that liens will be filed on **Mar 30<sup>th</sup>** on all delinquent accounts. Payment after this date will not prevent a lien being filed, unless you have signed a payment arrangement (and are current with payments). If you are on a payment plan and your payment is 30 days late, a lien will be filed on the 31<sup>st</sup> day.
- Charge for Liens: \$100 (\$25 county filing fee and \$75 preparation fee) – charged to your account. This fee will be added to your outstanding balance and cannot be waived.
- Lien Removal - \$85 (\$10 county filing fee and \$75 preparation fee) – charged to your account. This fee must be added to the outstanding balance to clear the lien and cannot be waived.

### **SUMMARY JUDGMENT:**

- This is notice accounts are not settled by **May 29<sup>th</sup>** or you have not signed a payment arrangement (and kept up with payments), your account will be put in the hands of the Association's attorney and the Association will seek a Summary Judgement from the Magistrate's Court. The following charges will be added to your account (these fees cannot be waived):
- Interest at the rate of 10% per annum
- Magistrate Court fee: \$80, Summary Judgement Processing fee: \$100, Service of Process fee: \$85  
Attorney's fee: \$500 - TOTAL: \$765
- All costs associated with the summary judgement process will be added to your account. Interest will continue to accumulate.

### **FORECLOSURE BY THE ASSOCIATION:**

- This is notice if the Summary Judgement is not satisfied (or payment arrangements made and not kept up), the Association, in accordance with the Covenants will foreclose the lien on **Sep 30<sup>th</sup>**.
- All legal fees associated with this foreclosure, including Foreclosure Administration Fee of \$100 will be added to your balance. Total legal fees are usually more than \$2000 for the foreclosure action.
- If delinquent balance (including all fees) is not collected prior to the Judgement:
  - The Association goes on the deed to the property.
  - You then become a tenant of the Association and are responsible for –
    - Timely payment of the mortgage.
    - Keeping property in good repair / compliance with covenant restrictions.
    - Timely payment of all HOA Dues going forward.
  - Failure to comply – Association may evict the delinquent or non-compliant "tenant".

**IMPORTANT:** If you are experiencing financial difficulties, we urge you to contact the Board or Management Company immediately. We cannot help if we are unaware of any issue that may prevent you from paying your Association dues on time. We are here to help.

- Fees for returned unpaid payments is \$37 which will be applied to your account.
- Please remember there is a 3.25% surcharge for payments by credit/debit card and a \$1.99 fee for echecks. The fee will be added to your payment by the card/check processing service.



# Dunwoody Oaks Homeowners Association Inc.

## 2024 ANNUAL DUES PAYMENT INFORMATION - DUNWOODY OAKS

The amount payable for the 2024 dues is \$329.

Annual dues may be paid annually, or in 4 monthly payments, January to April\*.

Interest of 10% per annum is charged on all accounts that are not paid in full by February 28<sup>th</sup>, 2024.

### **PAYMENTS BY CHECK (Personal Check/Bill Pay) / BANK TRANSFER / MONEY ORDER:**

	MONTHLY*	ANNUAL
Dues	\$ 82.25	\$ 329.00
Interest	\$ 2.75	-
PAYMENT AMOUNT	\$ 85.00	\$ 329.00
<b>TOTAL PAYABLE</b>	<b>\$ 340.00</b> Option A1	<b>\$ 329.00</b>

### **PAYMENTS BY DEBIT CARD/CREDIT CARD (Visa/Mastercard/Discover/Amex):**

3.25% transaction fee will be charged to your card automatically by the card processing company.

- PAYMENTS BY CARD CAN BE MADE ONLINE, OVER THE PHONE, OR IN PERSON AT THE MANAGEMENT COMPANY OFFICE.

### **PAYMENT BY ECHECK**

\$1.99 will be charged to your checking account automatically by the check processing company.

- PAYMENTS BY ECHECK CAN BE MADE ONLINE OVER THE PHONE

### **Payment Due Dates\* (a payment agreement must be signed if you plan to make payments):**

- Monthly: Due by 28th day of each month starting Jan 28<sup>th</sup>. Last payment must be made by April 28<sup>th</sup>.
- Annually: Due by February 28<sup>th</sup>.

If you plan to make payments a payment agreement **must** be signed and returned.

### **HOMEOWNER PORTAL:**

Our management company is using an online software system for the management of our neighborhood. The system will provide the following features:

- Homeowner account portal with online balances and ability to make payments by debit/credit card, echeck, and ACH (automatic recurring payments).
- ARC (Architectural applications) portal. Homeowners will be able to submit applications directly online. Approval/denial letters will be emailed to you and will be viewable online.
- CCR (Violations) portal. Homeowners will be notified by email of any covenant violations. Reminder/Warning/Fine letters will be viewable online.

If you have not done so already, please register at

<https://cmp.cincwebaxis.com>