

**ESTRELLA VILLAGE MANOR HOMEOWNERS ASSOCIATION**

**FINE POLICY**

**EFFECTIVE OCTOBER 1, 2005**

The following Fine and Appeals Policy shall be followed for the Estrella Village Manor Homeowners' Association.

**FIRST NOTICE:** An initial notice of the violation shall be mailed via regular mail to the homeowner requesting compliance within (30) days. **NO FINE.**

**SECOND NOTICE:** If the violation still exists, a second notice requesting compliance within (30) days shall be mailed via regular mail. **\$100.00 FINE IS ASSESSED.**

**THIRD NOTICE:** If the violation still exists, a third notice requesting compliance within (30) days shall be mailed by certified mail. **\$200.00 FINE IS ASSESSED.**

**CONTINUING VIOLATIONS:** If the violation continues without resolution after the third notice, a fine of **\$100.00** shall be assessed every (30) days. In addition, the Board shall have the right to remedy the violation and/or take legal action, the cost of which shall be billed to the homeowner. The Board shall have the right to change the fine amount up to **\$500.00** per violation at their discretion.

When a violation notice is sent to a homeowner, the notice shall include a violation response form that may be returned to Mutual Management PO Box 27008 Phoenix, AZ. 85061. The homeowner may use the form to explain any extenuating circumstances or other information the homeowner may wish to provide regarding the violation. The Board of Directors will receive this form.

**RIGHT OF APPEAL:** To address the Board, the information regarding the time, date and place or the next meeting will be on the violation letter with the assessed fine amount.

**COLLECTION OF THE VIOLATION FINES:** A judgment will be filed with a \$500.00 violation fine balance.

**BOARD APPROVED**

**PRESIDENT:** 

**Date:** 9/29/05