

HOMEOWNERS ASSOCIATION DUES COLLECTION LETTER

Property Address: _____ Account Number: _____

Homeowner Information:

Full Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Dues Information:

Amount Due: _____ USD

Due Date: _____

Late Fee (if any): _____ USD

Payment Instructions:

Please remit payment payable to the Homeowners Association (HOA) at the following address or via authorized electronic payment methods. Payments must be received in full by the Due Date to avoid late fees or other collection actions.

Contact Information:

For any questions regarding your account or this dues notice, please contact the HOA management office at the phone number or email address listed below. Prompt communication is appreciated to resolve any concerns or disputes.

HOA Management Office Phone: _____

HOA Management Office Email: _____

Legal Terms and Conditions:

This notice is sent on behalf of the Homeowners Association pursuant to the governing documents and applicable United States law. Failure to timely pay dues may result in interest charges, late fees, suspension of privileges, or lien filings against the property in accordance with the Association's covenants, conditions, and restrictions (CC&Rs). The Association reserves all rights to seek remedies allowed by law to enforce collection. Any disputes must be submitted in writing to the HOA Board for resolution as provided in the governing documents.

Acknowledgment:

By retaining ownership of the property within the Association, the Owner acknowledges obligation to pay dues in accordance with the Association's governing documents, and agrees to be bound by all applicable laws and provisions stated herein.

HOA BOARD PRESIDENT

HOMEOWNER

Signature: _____

Signature: _____

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