

Park West Community Association  
**Collection of Assessments Timeline**  
**2017**

Action or Activity	Timeline (after the Assessment Due Date)	Annual Maintenance Assessment, Quarterly Payments (2017)			
		January	April	July	October
Assessment Due Date		January 1, 2017	April 1, 2017	July 1, 2017	October 1, 2017
Assessment Determined Late	10 Days	January 11, 2017	April 11, 2017	July 11, 2017	October 11, 2017
First Letter (Late Notice)	30 Days, sent via first class mail. Charge applied to Member's account (\$10)	January 31, 2017	May 1, 2017	July 31, 2017	October 31, 2017
5% Late Fee	60 Days. Charge applied to Member's account (\$12.75 in 2016, \$14 in 2017)	March 2, 2017	May 31, 2017	August 30, 2017	November 30, 2017
Second Letter (Delinquent Notice)	60 Days, sent via certified mail, return receipt requested. Charge applied to Member's account (\$15)	March 2, 2017	May 31, 2017	August 30, 2017	November 30, 2017
Third Letter (Notice of Hearing)	90 Days, sent via certified mail, return receipt requested. Charge applied to Member's account (\$12)	April 1, 2017	June 30, 2017	September 29, 2017	December 30, 2017
Fourth Letter (Notice of Adjudication)	No Later Than 7 Days after the Hearing Date, sent via certified mail, return receipt requested. Charge applied to Member's account (\$12)	Varies	Varies	Varies	Varies
Send to Attorney	180 Days	June 30, 2017	September 28, 2017	December 28, 2017	March 30, 2018
Interest of 8% per annum	Starts at 10 Days, charge applied to Member's account starting at 180 Days	June 30, 2017	September 28, 2017	December 28, 2017	March 30, 2018