



Collection Policy Setup

Community Name: Villas at Blackberry Run HOA

Effective: 1/1/2021

All-In-One Community Management recommends the below policy as a best practice for the collections of delinquent homeowner assessments within your community. Following this recommended procedure results in a higher success rate in collections and ultimately a lower delinquency rate while abiding by your communities Governing Documents (Bylaws & Covenants).

Assessment Frequency	Due Date	Late Date
Monthly	1st	15th

Letter	Sent at # Days Late
Late Letter	16th
First Warning (optional)	n/a
Final Warning	46
*Turn over to Collections/Attorney	56

**Please note: Once we have turned over an account to collections, neither AIO nor the Board of Directors may intervene, and the homeowner must deal directly with the collection firm to resolve the debt.*

Current Collections Company/Attorney: Rome & Associates

Accounts with balances consisting of FINES ONLY be turned over to collections? No Yes
 If Yes, Fines Only Turned Over to Collections if greater than \$ _____

Is there a Minimum Amount Required to Turn Over? No Yes (not recommended)
 If Yes, List minimum dollar amount: \$ _____

DAVID TALLMADGE
Authorized Board Member Print
CAROLYN CREAGER

[Signature] Pres.
Authorized Board Member Signature
Carolyn L. Creager - Sec.

3-24-2021
Date 3-24-2021