

Letter from Vice President and Sample HOA Invoice

February 2, 2014

Dear Lot Owner and Neighbor,

The annual Sherwood Lake Association, Inc. assessment for all lot owners is due on March 1st of each year. Lots 1-81 are lake lots and lots 82-313 are off-lake lots.

The Board Policy for dues collection is as follows:

- In accordance with Part IV Lake Covenants, of the Restrictions and Protective Covenants of Lake Sherwood Acres, all annual assessments are due on March 1 of each year.
• Any assessment not paid in full by April 1 shall incur a late fee of \$100.00 and monthly charges at the legal rate of interest as provided by Louisiana law from the March 1 due date until full payment is received. (Please note - Late Fee assessed on April 1)
• If full payment of the assessment and interest charges, if any, is not received by April 30, a lien will be filed against the property owners. The costs of collection, including but not limited to reasonable attorneys' fees will be added to the amount due.
• If no payment is received by May 30, the lien will be converted to a legal action and any additional costs for this litigation will be added to the total amount due.

Please fill out and return the form below, including the names of all lot owners, along with your check. Please indicate your lot number on the check (shown on the mailing label and your Welcome Packet). Incomplete information will cause a delay in posting your check. If you have already sent a check, thank you, but I have returned it. Please complete the form and return it with your check. If there has been a change in lot ownership, please notify me (225-291-5295) as soon as possible so the new owner may be properly contacted and recorded.

Since we are communicating with the residents primarily by email now, it is imperative that you fill in your email address, even if you have provided it last year.

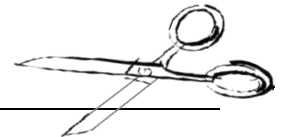
As you might know, a new private resident section has been added to the LSA website, accessible ONLY by password, which will be provided to you. This resident-only section will give residents access to more information, such as a resident directory (containing only lot number, name, address and phone number), a resident "classified ad" section, and a neighborhood activities calendar. Current name, address, and email address will be collected from the form below. The email address is for official SLA communication only and will not be included in the resident directory.

Feel free to call with any questions or concerns and thank you for your cooperation.

Sincerely,

Don

Don Frattini, Vice President



<<< S A M P L E >>>

Please cut and return this completed portion with your check by March 1, 2014

INVOICE

Please PRINT 2014 Sherwood Lake Association Annual Assessment
Lake Lots: \$624.00 Off Lake Lots: 426.00

Lot Owner(s) \_\_\_\_\_ Lot # \_\_\_\_\_

Address: \_\_\_\_\_

Home/Cell Phone (\_\_\_\_) \_\_\_\_\_ Email \_\_\_\_\_@\_\_\_\_\_

Do not include my name in the private resident directory.

Make checks payable to: Sherwood Lake Association P.O. Box 77185 Baton Rouge, LA 70879-7185