

Violation Schedule for the Boswell Ranch Estates Homeowners Association, Inc.

STATUS	VIOLATION PROCEDURE	ACTION REQUIRED
1 st Sighting or Report of Violation	Send Courtesy Notice	10 days to correct violation
2 nd Sighting/Notice Not Repaired/No application for extension	Send Second Notice with intent to fine twenty five (25) dollars if the violation is not resolved within (10) days from the notice. (Sent Certified Mail)	10 days to correct violation
3 rd Sighting/Notice Not repaired/No application for extension	Send Third Notice with notice of applied fine of twenty five (25) dollars with the intent to fine an additional fifty (50) dollars if the violation is not resolved within (10) days from the notice. (Sent Certified Mail)	10 days to correct violation
4th Sighting/Notice Not repaired/No application for extension	Send Fourth Notice with notice of applied fine of fifty (50) dollars with the intent to fine an additional seventy five (75) dollars if the violation is not resolved within (10) days from the notice. (Sent Certified Mail)	10 days to correct violation
Final Notice	Send Notice of applied fine of seventy five (75) dollars with the intent to continue to fine seventy five dollars every ten days if the violation remains unresolved. The Board may also escalate the matter to the Association's attorney by sending a final notice that the file will be forwarded to the attorney to correct the violation through the court system in thirty (30) days if the violation is not resolved. (Sent certified mail)	10 / 30 days to correct violation

General Policy

If a homeowner contact management with the intent to correct a violation and asks for an extension, management shall grant such extension if it deems the extension reasonable. If the homeowner does

not cure the violation after the extension period, the homeowner will be immediately referred to the attorney, or the process will be resumed at the last level of the process.

Forced Maintenance Procedure

It is the option of the Board of Directors to decide when and if an account goes to the attorney. The decision to escalate an account to the attorney may be based on violation severity, prior violation history, or other factors that may influence the Board’s decision. Once an account is turned over to the attorney’s office, the attorney will send the homeowner a letter of representation and a demand for compliance with the Association’s governing documents. If the homeowner does not respond, the attorney will pursue all available action to cure the violation through the court/legal system. If allowable by law and the Association’s Declaration of Covenants, all attorneys’ fees/court costs shall be the homeowner’s responsibility and shall be charged to the homeowners account and the money due shall be subject to the collection policy. If the amount due is not paid the attorney shall file a notice of lien.

Other

This policy may be amended and/or adjusted by the Board of Directors from time to time without notice. Homeowners are advised that they should contact the management company to request the most recent version of this policy if they have a question and/or need assistance in making payment arrangements.

Violation Procedure	Status	Action required
Send ten day (10) courtesy notice of the violation to include, but not limited to grass, weeds, gutters, siding, improvements, vegetation, fences & other violations within the CC&R’s.	1 st Report/Sighting	10 days to correct
Send ten day (10) notice of the violation to include, but not limited to grass, weeds, gutters, siding, improvements, vegetation, fences & other violations within the CC&R’s. The notice will be sent with the intent to send a contractor to resolve the violation if not resolved by the Homeowner within (10) days. The fee associated with maintaining the lot will be \$50 per incident.	2 nd Report/Sighting	10 days to correct