

DESIGNATED AGENT FOR COLLECTIONS
FOR

RESOLUTION OF THE BOARD OF DIRECTORS

WHEREAS the Board of Directors of the Association is charged with the responsibility of the collecting of assessments for common expenses from homeowners; and

WHEREAS from time to time homeowners become delinquent in their payments of these assessments and fail to respond to the demands from the Board to bring their accounts current; and

WHEREAS the Board deems it to be in the best interest of the Association to adopt a uniform and systematic procedure for dealing with delinquent accounts in a timely manner, further believes it to be in the best interest of the Association to refer these accounts promptly for collection so as to minimize the Association's loss of assessment revenue; and

WHEREAS the Board has retained **Homeowners Association Services, Inc.** for their experience in representing homeowner associations in collections; and

WHEREAS the Board has directed **Homeowners Association Services, Inc.** to represent the Association as Designated Agent on the terms outlined in this resolution:

1.0 Designation of Agent: The Board of Directors may designate an agent or agents to collect assessment payments and administer this Assessments Collection Policy. Such designated agent may be an officer of the Association, manager, and bookkeeper, banking institution, collection agency, law firm or other appropriate agent. Such designated agent shall have the authority to prepare, sign and execute all documents relating to collection of assessments, fines, and fees, including but not limited to Notice of Delinquent Assessment Lien, Notice of Default, Release of Claim of Lien, Notice of Rescission of Notice of Default, and Notice of Rescission of Notice of Sale, and any and all bankruptcy documents. Any documents required by the court should suit be deemed necessary in their opinion. Notice of Sale must be approved by the board, in a meeting, prior to the filing of such documents.

2.0 NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Association adopts the above policy and practice effective immediately, including the fee schedule of charges (exhibit A) for the appropriate actions of the agency. The Board of Directors authorizes HOA Services to charge the amounts set forth in the attached fee schedule in its collection efforts and agrees that the fees and costs are reasonable and assessable to the fullest extent allowable by law.

This resolution of the Board of Directors has been duly adopted at the _____,
Board of Directors meeting.

By: X _____,
_____, President