**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 **HOA COLLECTIONS LLC.,** and assigns, for their experience in representing homeowner associations in collections; and

**WHEREAS** the Board has directed **HOA COLLECTIONS LLC.**, and assigns, to represent the **Association** as Designated Agent on the terms outlined in this resolution:

1. **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, Notice of Sale, and Notice of Rescission of Notice of Sale, and any and all bankruptcy documents, and documents required by the court should suit be deemed necessary in their opinion.

**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 COLLECTIONS LLC.** and assigns 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\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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