Key Homeowner Information

- Payment Due Dates: **Assessments are due on the 1st** of each month and are considered late after the 20th.
- How to Pay: Mail checks to **1302 E. Firetower Rd, Greenville, NC 27858**. Include your unit address on the memo line. You may also use the after-hours drop box at the management office.
- Responsibilities: Homeowners must pay on time even if a statement is not received. You must notify the HOA in writing of any billing address or property title changes.
- Financial Consequences: Delinquent accounts incur a $10 monthly late fee and a $25 charge for returned items. Unpaid debts may lead to liens, legal fees, and foreclosure once the balance reaches $1,500.
- Plans & Special Assessments: Payment plans are considered on a case-by-case basis. Special assessments are due within a minimum of 30 days of notice.

Legends Homeowners Association Collection Policy

The Board of Directors is obligated to oversee the timely collection of regular and special assessments. This policy outlines the procedures for delinquent accounts. All associated collection costs are charged to the delinquent homeowner’s account.

1. Regular Assessments and Payment Methods

Monthly assessments are due on the 1st and late on the 21th with a fee of $10. Payments should be made to **Legends HOA** and sent to 1302 E. Firetower Rd, Greenville, NC 27858. Ensure your unit address is on the memo line. You can pay in person Monday–Thursday (9:00 am – 5:00 pm), Fridays 9:00am - 1pm or via the after-hours drop box located near the building entrance.

2. Homeowner Responsibilities

Invoices are not provided. Late statements are mailed as a courtesy after the 21st, but homeowners are responsible for paying assessments and late fees regardless of statement receipt. Homeowners must also provide written notice of any changes to their billing address or property title.

3. Special Assessments, Receipts, and Fees

Special Assessments: Due on the date specified by the Board, with at least 30 days' notice.
Receipts: Available upon request from the management company.
Returned Items: A $25.00 fee applies to all returned bank items (subject to change based on bank rates).

4. Payment Plan Policy

Payment plans are reviewed on a case-by-case basis at the Association's discretion. Requests must be submitted in writing within 15 days of receiving a Pre-Lien demand letter. Submitting a request does not stop collection proceedings or relieve the owner of their financial obligations. If the account is already with an attorney, the request must be sent directly to them.

5. Delinquency Timeline and Foreclosure

At 21 Days Past Due: A monthly late charge of $10.00 is applied.
At 90 Days Past Due: A Pre-Lien demand letter is sent via first-class mail. Owners have 15 days to pay in full to avoid attorney fees. If unpaid, the account is sent to legal counsel for the filing of a lien.
At $1,500 Past Due: The Association may initiate foreclosure. This action must be approved during a Board Meeting and recorded in the minutes. Alternatively, the Board may pursue other attorney-recommended collection methods.

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