

Shannon Valley Homes Association

Delinquency Policy

Please make checks payable to **Shannon Valley Homes Association** and use the accompanying envelope to mail your dues payment to:

Shannon Valley Homes Association
c/o Home Association Solutions, LLC
P.O. Box 26145
Overland Park, KS 66225-6145.

Delinquency Policy

- Shannon Valley Homes Association annual assessment will be billed in December of the year proceeding the due date and will be due January 31st (dues are technically due on January 1st but the Board of Directors has authorized a thirty day grace period to make payment).
- If payment is not received by January 31st, (or by due date) the association will assess a fee of \$15.00 to the outstanding balance and will issue a secondary invoice payable by February 28th (or one month after due date).
- If payment is not received by February 28th (or one month after due date) the association will assess an additional fee of \$15.00 and will issue a lien letter, by Certified Mail, in an effort to collect the debt.
- If payment is not received thirty days past receipt of the Certified Mail, the association will discontinue association sponsored trash service.
- If payment is not received thirty days past receipt of the Certified Mail, the association will assess a lien fee of \$30.00 and a lien will be prepared and filed on applicable property at the Johnson County Office of Records and Tax Administration.