



June 9, 2010

To: Hilltop Farm Homeowners
From: Board of Trustees

RE: Violation Policy Update

The Homeowner's Association would like to update all homeowners/occupants on violations warnings and fine structures. Please see below. Also available on HOA's website at <http://hilltopfarmshoa.com>

VIOLATION WARNINGS AND FINE STRUCTURE

First Notification:

A warning violation letter providing notice of the violation will be sent to the unit owner requesting resolution of violation within Thirty (30) days from the date of the letter.

Second Notification:

A violation letter with a \$50.00 fine assessed to unit owners account for not complying with the 30-day grace period to resolve the violation.

Third Notification:

If, after fourteen (14) days of the date of the second letter the violation is still in effect, a \$20.00 per day fine will be assessed to the unit owner until the violation is resolved.

Fourth Notification:

If still in violation five (5) days after the Third Notification, a letter will be sent to the Attorney to intervene and request immediate resolution. The \$20.00 per day fine will continue to accumulate and all attorneys' fees incurred will be charged back to the unit owner's account until violation is resolved. ***Each day that a violation continues shall be considered a separate violation.***

In the event that a fine is assessed and not paid, after twelve (12) months of the date the fine was levied, the Hilltop Farms Condominium Trust will hand over the collections process to legal counsel. In such case, the unit owner is responsible for all legal fees and expenses in addition to the assessed fine. Prior to handing over the outstanding fine to legal counsel, the Hilltop Farms Condominium Trust will send the homeowner a letter during the twenty third month stating that the delinquent fine payment will be sent to legal counsel the following month. In the event a unit is sold, all fine payments are due in full prior to the closing in order for the Hilltop Farms Condominium Trust to issues a clean 6D certificate (certificate stating the unit owes zero monies to the Hilltop Farms Condominium Trust). **Effective July 1st, 2010, all existing assessed fines follows the same twelve (12) month deadline (July 1st, 2011) to avoid collection process to legal counsel.**

If Homeowners have any questions or to know of your existing assessed fine, if any, please call Continuing Care Management (Jeff Robinson, 508-898-3431).

Yours truly,

Hilltop Farm Board of Trustees