

TWO SUNSET POINTE HOMEOWNERS ASSOCIATION, INC.

FINING POLICY

DRAFT

This document sets forth the Two Sunset Pointe Homeowners Association, Inc.'s (Association) policy for imposing disciplinary actions to include, but not limited to levy fines and suspend amenity privileges, for violations of the Association's governing documents.

The Board of Directors has the authority, pursuant to Bylaws Article III, Section 3, to establish rules, regulations and policies governing the common areas, enforce the provisions of any rules made hereunder and to enjoy and seek damages from any member, guests, and/or tenant for violations of provisions and rules.

- A. Due Process. Prior to the imposition of any fine or loss of amenity privileges, the homeowner shall be given notice and an opportunity to remediate violation. Homeowner shall have the opportunity to request, in writing, a hearing with the Board of Directors. Request for a hearing with the Board of Directors must be requested within thirtieth (30) days of receipt of notice of violation. The hearing will be scheduled with the Board of Directors within thirty (30) days of request from Homeowner.
- B. Enforcement of Guidelines. The Association will adhere to the following protocol for violations of the governing documents, with the exception of incurable violations that require immediate action.
 - a. Warning Notice: Initial notice of violation, stating the nature of the violation, a description of corrective remedy, and reasonable amount of time, ten (10) days to remedy situation.
 - b. Second Notice: Reminder notice with a request to immediately correct the violation within ten (10) days.
 - c. Fine Notice: The fine notice or PC 209 letter will be sent to the Homeowner by Certified Mail return receipt requested. A description of the violation that is the basis of the suspension action and/or fine and the amount due to the Association. The Homeowner will be given reasonable time to cure the violation and avoid the fine and/or suspension of amenity privileges. The Homeowner may request a hearing before the Board of Directors on or before the thirtieth (30) day after the date the Homeowner receives the PC 209 notice.

TWO SUNSET POINTE HOMEOWNERS ASSOCIATION, INC.
SCHEDULE OF FINES

To ensure compliance with the Governing Documents of the Two Sunset Pointe Homeowners Association, Inc., Members may be fined and/or the privileges of amenities suspended, which may include loss of use of the amenities, pool, and rental of gazebo or pool for private events. Members are responsible for their invited guests, tenants, and/or permanent residents of the home.

VIOLATION	FIRST VIOLATION	SECOND VIOLATION	THIRD AND SUBSEQUENT
Non Submittal ACC	\$100.00, loss of privileges until cured and fine is paid in full.	\$250.00, loss of privileges until cured and fine is paid in full.	\$500.00, loss of privileges until cured and fines is paid in full.
Incurable Violation	\$100.00, loss of privileges until cured and fine is paid in full.	\$250.00, loss of privileges until cured and fines is paid in full.	\$500.00, loss of privileges until cured and fines is paid in full.
Misuse of Common Area/amenities	\$100.00, loss of privileges until cured and fine is paid in full.	\$250.00, loss of privileges until cured and fines is paid in full.	\$500.00, loss of privileges until cured and fines is paid in full.
Violation of Rules and Regulations, property maintenance, inoperable vehicles, or other infractions of the governing documents.	\$50.00, loss of privileges until cured and fines is paid in full.	\$100.00, loss of privileges until cured and fines is paid in full.	\$200.00, loss of privileges until cured and fines is paid in full.