

**RESOLUTION**  
**of the**  
**Board of Directors**  
**of**  
**GATLING POINTE COMMUNITY ASSOCIATION, INC.**  
**(Collections Procedures)**

**WHEREAS**, the Board of Directors is directed by Article IV of the Declaration of Covenants and Restrictions Of The Gatling Pointe Community Association, Inc. And Tidewater Brandermill Associates, A Virginia General Partnership (“Second Declaration”), dated June 9, 1988, and recorded on June 9, 1988, in the Clerk’s Office of the Circuit Court of the County of Isle of Wight, Virginia (“Clerk’s Office”), in Deed Book 342, at Page 152, and by Article III of the Association’s Bylaws, as all of the same may have been amended or supplemented from time to time, to fix and collect annual and/or special assessments and charges and to provide procedures for such imposition and collection; and

**WHEREAS**, for the benefit and protection of the Association and of the individual members, the Board of Directors deems it desirable to establish a procedure to assure consistent collection of past due assessments; and

**WHEREAS**, the Board of Directors will provide notice of this policy to all current owners by mailing a copy of this Resolution to current owners and to all future owners by including the Resolution in resale disclosure packages prepared pursuant to Section 55-512 of the Property Owners’ Association Act.

**NOW THEREFORE**, the Board of Directors of Gatling Pointe Community Association, Inc. does hereby adopt this Resolution in order to adopt the following collections procedures:

1. Late fee. Monthly assessment payments are due on the 1<sup>st</sup> day of January, April, July and October. A late fee of \$ 10.00 will be assessed if the monthly payment is not received by the last day of the month in which the assessment is due.
2. Notices to Owners of Late Assessments. After the last day of the month in which the Assessment is due, a first Notice letter will be sent to the Owner. If the account remains unpaid by the last day of the month following the month in which payment was original due, a Final Notice letter will be sent to the Owner informing the Owner that the account has been forwarded to the Association’s counsel for collection.
3. Acceleration of Assessments. If an Assessment payment becomes more than sixty (60) days late, the privilege of making monthly payments will be revoked and the entire

Annual Assessment will become immediately due and payable and shall accrue late fees and interest as noted in these procedures.

4. Collection of Past Due Accounts. If any assessment remains unpaid for more than sixty (60) days, the account will be forwarded to the Association's counsel for collection where the account will become subject to additional costs and attorneys' fees. The Board of Directors, on behalf of the Association, hereby reserves the right to collect all Assessments, of any nature whatsoever, by all methods and means available by law. The Board of Directors shall cause a lien to be filed in the land records of the County of Isle of Wight, Virginia, against the Lot if any assessment remains unpaid for a period in excess of sixty (60) days or as allowed by Section 55-516 of Virginia's Property Owners' Association Act, as the same may be amended from time to time. The Board reserves all rights to foreclosure on such liens as allowed by Section 55-516 of the Property Owners Association Act.
  
5. Payment of Past Due Accounts. Once an account is forwarded to the Association's collections attorney for collection, payment shall be made by certified check, money order or cash only and shall be payable only to the Association's collections attorney. Payments on past due accounts shall not be accepted by the Association's Board of Directors, individual Board Members, the Association's management office or the Association's Association Manager. All accounts shall be assessed costs and attorneys' fees and no past due account shall be deemed current until such costs and fees have been paid in full.

**IN WITNESS WHEREOF** the Board of Directors of Gatling Pointe Community Association, Inc. has set their hands on this 22<sup>nd</sup> day of April, 2008.

David W. Willis  
Director

Ray [Signature]  
Director

Joe Fulliota  
Director

[Signature]  
Director

[Signature]  
Director