



Fines Policy

Any violation that is an apparent violation of the documents and the Rules of the Association will be processed according to the procedures outlined below. A violation is defined as an act in conflict with the By-Laws and the Rules and Regulations of the Puerta Del Mar Homeowners Association.

1. A violation letter will be sent stating the violation and a date to which the violation should be cured.
2. Upon expiration of the cure date, if the violation has not been cured, a second letter will be sent stating that the failure to abide by the Association Rules and Regulations has imposed a hardship on the Association and that a fine is hereby levied. (See fine schedule below).
3. A hearing will be held regarding the violation.
4. Authorize the management company to assess a fine to the violating homeowner's account. This will be recorded in the minutes.

Note: A violation report can be filled out by an individual homeowner or a Board Member.

Fine Schedule

First Offense:	Warning letter.
Second Offense:	Second Letter and a Hearing with a fine of \$100.00 US.
Third Offense:	Letter with a fine of \$200.00 US, plus legal fees if applicable.
Fourth Offense:	Letter with a fine of \$300.00 US, plus legal fees if applicable.
Next Offense:	Each offense thereafter will increase by \$100.00 US to and including a \$500.00 US Fine. After such time a \$500.00 US fine will be levied for each offense recurring within a twelve month period.

Any fines not paid will result in legal action per the Association legal documents. The Board of Directors will determine the time frame for curing of offenses for each violator consistent with previously reported similar violations, as applicable.

Should a violation occur which imposes financial obligation of the Association then the party responsible for said violation shall reimburse, by way of a special assessment, the Association for this financial obligation. Example: Damage to common area property.