

DELINQUENT ACCOUNT HOA DUES LETTER

Homeowners Association Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Account Holder Information:

Name: _____

Property Address: _____

Account Number: _____

Subject: Delinquent Account Notification - HOA Dues

Dear Homeowner, This letter serves as formal notice that your account with the Homeowners Association is delinquent. As of the date of this letter, the following amounts remain unpaid and past due:

Outstanding Amount Due: _____ **USD**

This amount includes all unpaid regular assessments, late fees, interest charges, and any applicable fines or costs incurred in accordance with the Association's governing documents and applicable law. Please be advised that failure to remit payment promptly may result in additional late fees, interest, suspension of privileges, and/or legal action to collect the outstanding balance, including but not limited to placing a lien on your property pursuant to the Association's CC&Rs and state law. If you have recently submitted payment, please disregard this notice. Otherwise, we urge you to contact the Association's management office immediately to discuss payment arrangements or to resolve any disputes regarding your account. Payment should be made payable to the Homeowners Association and sent to the address listed above or via the approved online payment portal. This letter is intended to comply with all applicable laws relating to the collection of delinquent assessments and your rights as a homeowner.

Payment Options and Contact Information:

For questions regarding your account or to arrange payment plans, please contact: Association Manager / Treasurer

Phone: _____ Email: _____ Office Hours:

_____ Please act promptly to avoid further action.

Thank you for your immediate attention to this important matter. Sincerely, _____

Authorized Representative Homeowners Association

HOMEOWNERS ASSOCIATION REPRESENTATIVE

ACCOUNT HOLDER (Homeowner)

Signature: _____

Signature: _____

Date: _____

Date: _____

Original source of this document:

<https://letterdocs-us.com/delinquent-account-hoa-dues-letter/>

Did you find this template helpful?

Find more updated templates at:

<https://letterdocs-us.com/>

[View more templates](#)

This template is intended exclusively for personal, non-commercial use.
If distributed or published, the source must be mentioned.

This template is provided for guidance only and does not constitute legal advice.
It is recommended to consult a legal professional for each specific case.