



Twin Harbors Property Owners Association, Inc.
 274 Valleyview Drive
 Onalaska, Texas 77360
 (936) 646-2242
Info@twinharborsslakelivingston.com

LATE PAYMENT POLICY

As of November 13, 2021, the Twin Harbors Property Owners' Association Board voted to revise and approve this policy to charge a \$20.00 late fee to all property owner's accounts that are past due using the following schedule: November, January, March, May and July and statements will be mailed out these months.

Maintenance Dues are invoiced September 1st and past due on October 1st annually. The late fee will be charged if not paid by November 1st.

Special Assessment fees are invoiced January 1st and past due on February 1st annually. The late fee will be charged if not paid by March 1st.

To avoid late fees, contact the office and set up a payment plan. A plan can be established for both the Maintenance dues and the Special Assessment fees with no interest charges or additional late fees if paid on time.

If you know in advance that you can't pay the Maintenance dues in full and need to pay this monthly, we will need the **Payment Request Form** completed and returned to set up the account in the computer system to ensure you will not be charged late fees. This will need to be paid in full by August 31st of the fiscal year.

The completed form can be delivered to the THPOA office, left in the drop box on the outer fence or mailed in with your first payment to:

THPOA Treasurer
 274 Valleyview Drive
 Onalaska, TX 77360-6011

For any questions, please email or call the Treasurer at THPOATreasurer@Gmail.com (936) 223-0160 or the THPOA Office Administrator at (936) 646-2242 Friday or Saturday between 12 – 4 pm.



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PROPERTY OWNER MONTHLY PAYMENT REQUEST FORM

PROPERTY OWNER INFORMATION				REQUEST DATE			
OWNER NAME						SS#	
CO-OWNER NAME						SS#	
PROPERTY ADDRESS							
SECTION #		BLOCK #		LOT #'S			
MAILING ADDRESS		P O BOX		STREET			
CITY			STATE		ZIP		
HOME PHONE			CELL PHONE				
CURRENT ACCOUNT OVERVIEW							
BALANCES AS OF (DATE)							
MAINTENANCE ASSESSMENT BALANCE							
SPECIAL ASSESSMENT BALANCE							
TOTAL AMOUNT DUE							
TO BE PAID OVER		MONTHS IN THE AMOUNT OF				PER MONTH	

I am submitting this request to make payments on my account as noted above. The account will be paid in full by August ____, _____. I will contact the office should there be a problem and other arrangements need to be made prior to August ____, _____.

Signature of Owner

Date

Signature of Co-Owner

Date

Signature of THPOA Board Member

Date

PAYMENT SET UP ON ACCOUNT BY _____ **ON** _____



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This document was duly adopted by majority vote of the Board of Directors of Twin Harbors Property Owners' Association on the 05 day of February 2022.

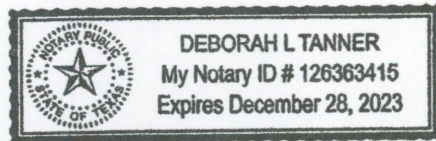


Barbara Dickens
Twin Harbors Property Owners' Association President

STATE OF TEXAS*
COUNTY OF POLK

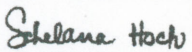
This instrument was acknowledged before me on the 05 day of February 2022 by Barbara Dickens on behalf of the Twin Harbors Property Owners' Association, Inc., a Texas non-profit corporation on behalf of said corporation.





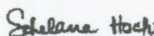
Deborah L. Tanner
NOTARY PUBLIC, STATE OF TEXAS

POLK COUNTY RECORDING STAMP:

FILED FOR RECORD
Feb 14 2022 10:14:05

SCHELANA HOCK
POLK COUNTY CLERK



I, SCHELANA HOCK hereby certify that the instrument was FILED in the file number sequence on the date and at the same time stamped heron by me and was duly RECORDED in the Official Public Records in Volume and Page of the named RECORDS OF Polk County, Texas as stamped heron by me.


COUNTY CLERK
POLK COUNTY, TEXAS

Feb 14, 2022