



Courtesy Notice

(Date of Notice)

Re: Lindsford Phase II HOA Violation

Property: (Address of violation)

Dear Homeowner/Resident:

Living in a common-interest community offers many advantages but may also impose restrictions through its Governing Documents. These documents help to protect, enhance, and promote the value of your property and to ensure your community's appearance is always at its best. Please reference your CC&Rs, Rules and Regulations, and/or Architectural Guidelines with regards to the following alleged infraction that was sighted on your property in the Lindsford Phase II HOA, during a routine property inspection:

(Alleged violation with date)

(Reference to Governing Docs)

(Image of violation)

A complete copy of our community's governing documents can be found on Lindsford's web site ([Lindsfordhoaii.com](http://Lindsfordhoaii.com)).

Based on this infraction and the guidelines within the Fining Schedule, you have \_\_\_\_\_ hours days to correct this violation.

To ensure compliance with the Governing Documents, and at the direction of the Board of Directors, the enclosed Resolution Form must be completed, stating what action will take place to correct the issue, and be received back at the property manager's office within \_\_\_\_\_ hours/days from the date of this correspondence

(“cure period”), using either USPS or electronic mail. Unfortunately, if the above violation(s) is/are not corrected after expiration of the cure period, the Board of Directors may levy a fine in the amount of \_\_\_\_\_ per day beginning on the date that the next violation notice is sent, subject to ultimate approval by the Association’s Enforcement Committee (“tribunal”) at a noticed meeting. It is also important to note that a fine may be imposed even if corrected before a hearing before the Enforcement Committee, and that attorney’s fees may be charged to your account if further correspondence is necessary to enforce the terms of the Governing Documents. Thus, you are strongly encouraged to correct the above violation(s) to avoid unnecessary fines being imposed by the Association.

Failure to correct this may result in additional notices, including Non-Compliance fines and fees. We are sure that this is just an oversight on your part and thank you in advance for complying with the Governing Documents of the Lindsford Phase II HOA. If you have any questions, please contact the Community Association Manager, Heidi Bower, [Heidi@pegasuscam.com](mailto:Heidi@pegasuscam.com), 239.454.8568.

Sincerely,

Heidi Bower  
Community Association Manager