



## **CONDO FEE BILLING AND DUE DATES**

Condo fee due dates are April 1 and October 1 and cover the period January 1 through June 30, July 1 through December 31 respectively. The condo fees are voted on at the August Annual Meeting in a given year for the next calendar year.

Condo fees are due on April 1 and October 1 and are not considered late if they are postmarked by April 30 and October 31. The envelope postmark date is the deciding factor.

Unit owners are responsible to update their addresses or email addresses to ensure that they receive the condo fee bill. Not receiving a bill does not constitute a reason for not paying the bill on time. It is up to each owner to pay the condo fee on time knowing that the April 1 and October 1 dates have been in place for a long time and will not change as the timing meets the needs of Woodbrook.

Condo fees should be mailed to:

Woodbrook  
P. O. Box 723  
Fitzwilliam, NH 03447

### **Article 5 Section 6 ENFORCEMENT: Condominium Bylaws**

The Association of Unit Owners shall have a lien on every unit for unpaid assessments of Common Expenses levied against the unit, which may be applicable to said unit, in accordance with the provisions of the New Hampshire Condominium Act. Reference is made to RSA 356 -B:46, as amended from time to time, and any successor statute, describing the enforcement of the Association's lien.

Each period assessment and each special assessment shall be separate, distinct, and personal debts and obligations of the Unit Owners against whom the same are assessed. If a Unit Owner shall fail to pay his assessment when due, then he shall pay an additional assessment of \$ 10.00 for each such failure, and all delinquent assessments shall bear interest at the rate of 1 ½ %, per month from the assessment due date. An administrative charge of \$ 50 per month shall be added to each assessment beginning thirty days after the due date of each assessment. All of the aforesaid to be added onto and constitute an additional portion of the lien under this Art. V #6.

The BOD may terminate a unit owner's common privileges and cease supply the unit with any and all normally supplied or paid by the Association pursuant to the provisions of NH RSA 356-B:46.

***NOTE - The Board of Director's role is to enforce the bylaws, which are voted on by the 181 unit owners or a majority thereof. Therefore, the BOD does not have the authority to change or waive the fees associated with the guidelines established under Article V Section 6.***

## **NH CONDOMINIUM LAWS**

### **LIEN FOR ASSESSMENTS: 356 B:46**

Section 1c states that written notice of the delinquency by certified mail and first class mail that the account is at least 60 days delinquent and additionally sends such lender notices by certified mail and first class mail at least 30 days prior of its intent to file said memorandum of liens. Liens shall not include any late charges, penalties.

**Reviewed and written on December 9, 2022. Approved by BOD via email and will be entered in next Board Meeting notes.**