



December 2017

All Highlands Creek Homeowners

SUBJECT: 2018 HOMEOWNERS DUES ASSESSMENT

Dear Highlands Creek Homeowner:

The 2018 Highlands Creek Budget has been approved and the annual homeowner's association dues will remain at **\$850.00** per residence, which is due on January 1, 2018.

Please make your check in the amount of \$850.00 payable to Highlands Creek Homes Association and mail in the enclosed envelope along with the detachable coupon on the on the lower third of the enclosed statement. 2018 Homes Association dues are due January 1, 2018, and considered delinquent if not received by January 31, 2018.

OTHER PAYMENT OPTIONS:

We are pleased to announce a new online payment provider, ClickPay. Enclosed is detailed information about the way you can manage your dues payment effective November 20, 2017.

This new service includes a free option of creating an online recurring payment for annual dues. We encourage you to create a ClickPay account and see the free options available to you. To learn more, please visit www.ClickPay.com/FirstService.

If you have been using your bank's online bill pay system, you will need to adjust the amount you are paying. It is also necessary for your automatic payments processed through your bank to be payable to your HOA, c/o FSR and mailed to our lockbox at: PO Box 54280, Los Angeles, CA 90054-0280. **Please include your 12-digit bill pay number (included on the enclosed coupon) on the memo portion of your check.** We encourage you to create a ClickPay account and see the free options available to you.

Late fees will be assessed to your account if payment is not received by January 31st at a rate of 5% of the unpaid amount and the unpaid amount shall bear interest at the rate of 10% per annum from the delinquency date until paid and a possible lien on your real estate with an additional \$174.00 lien, recording and release fee. The Board will add an additional \$200.00 at the time the lien is filed. Additionally, delinquent accounts may be subject to suspension of services including pool and weekly trash removal.

We always welcome your suggestions and comments. Please contact us if you have a need for services or



FirstService
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suggestions on how we can improve the Highlands Creek Community.

On behalf of the Developer and FirstService Residential Missouri, Inc., Best Wishes for a Very Happy Holiday Season and Happy New Year.

Sincerely,

**FirstService Residential Missouri, Inc., as agent for
Highlands Creek Homes Association, Inc.**

Steven Robben
Property Manager

Enclosed:
Statement/Envelope
Connect Letter
ClickPay Letter