

Violation Schedule for the Windy Hill Farms Homeowners Association, Inc.

| Violation Procedure | Status | Action Required |
|---|---|--|
| 1st notice: Courtesy Notice (regular mail) | 1st Reporting/Sighting | 10 days to correct |
| Subsequent Notice for Continued Violation (regular and certified mail) | Non-compliance & No application for extension | 10 days to correct then \$25 fine |
| Subsequent Notice for Continued Violation (regular and certified mail) | Non-compliance & No application for extension | \$25 fine, 10 days to correct then \$50 fine |
| Subsequent Notice for Continued Violation (regular and certified mail) | Non-compliance & No application for extension | \$50 fine, 10 days to correct then \$100 fine |
| Subsequent Notice for Continued Violation (regular and certified mail) | Non-compliance & No application for extension | \$100 fine, 10 days to correct then \$200 fine |
| Subsequent Notice for Continued Violation (regular and certified mail) | Non-compliance & No application for extension | \$200 fine, 10 days to correct then \$200 fine |
| Subsequent Notice for Continued Violation (regular and certified mail) | Non-compliance & No application for extension | \$200 fine, 10 days to correct then \$200 fine |
| Subsequent Notice for Continued Violation (regular and certified mail) | Non-compliance & No application for extension | \$200 fine, 10 days to correct then \$200 fine |
| Subsequent Notice for Continued Violation (regular and certified mail) | Non-compliance & No application for extension | \$200 fine, 10 days to correct then \$200 fine |
| Final Notice: Final notice per section 209.006 of the Texas Property Code (sent via certified mail) | Non-compliance & No application for extension | \$200 fine, 10 days to correct then \$200 fine |
| The Board of Directors may authorize the account to be forwarded to the attorney. | Non-compliance & No application for extension | \$200 fine, reoccurring every 10 days, Attorney will work with owner to correct the violation. |

General Policy

If a homeowner contacts management with the intent to correct a violation and asks for an extension, management shall grant such extension if it deems the extension reasonable. If the homeowner does not cure the violation after the extension period the homeowner shall immediately be referred to the association's attorney.

Attorney Procedure

It is the option of the Board to decide when and if an account goes to the attorney. The decision to escalate an account to the attorney may be based on violation severity, prior violation history or other factors that may influence the Board of Director's decision. Once an account is turned over to the attorney's office the attorney will send the homeowner a letter of representation and a demand for compliance with the association's governing documents. If the homeowner does not respond the attorney shall pursue all available action to cure the violation through the court/legal system. If allowable by law and the association's Declaration of Covenants, all attorneys' fees/court costs shall be the homeowner's responsibility and shall be charged to the homeowners account and the money due shall be subject to the collection policy. If the amount due is not paid the attorney shall file a notice of lien.

Other: This policy may be amended and/or adjusted by the Board of Directors from time to time without notice. Homeowners are advised that they should contact the management company to request the most recent version of this policy if they have a question and/or need assistance in making payment arrangements.