

# AHPOA MEMBER RESPONSIBILITIES ACKNOWLEDGEMENT FORM

Property Owner: \_\_\_\_\_

Property Address: \_\_\_\_\_

Lot #: \_\_\_\_\_

Our Fiscal Year is from April 1<sup>st</sup> through March 31<sup>st</sup>. Annual dues are due on April 1<sup>st</sup> of each year and for this current fiscal year (FY21) they are \$1,596.00. On or before February 20<sup>th</sup> of each year, we mail an annual letter that gives the dues information for the upcoming fiscal year.

Monthly dues are currently \$133.00 and are due on the 1<sup>st</sup> of each month. A statement is emailed on or before the 20<sup>th</sup> of each month, unless you have paid for the year or signed up for ACH billing with the AHPOA Business Office, or opted in for printed statements. Signing up for ACH with the Business Office will also save you the annual surcharge which is currently \$40.00.

**It is your responsibility to pay your dues, whether you receive the statement or not.** Dues payments not received by close of business on the 10<sup>th</sup> of each month, or before 9:00 am the Monday following the 10<sup>th</sup> that falls on a weekend or a holiday, will be subject to a late fee which is currently \$25.00. Accounts more than 30 days past due are also subject to interest, currently 1% per month.

Please provide the email address in the boxes below, printed clearly, where you would like to receive your statements. The statements will come as an attachment from [billing@aguiaharbour.org](mailto:billing@aguiaharbour.org), so please make sure you check your junk mail folder or add that address to your safe senders list.


If you would prefer paper statements to be mailed to you each month, please write in the address to which they should be sent on the lines below.

\_\_\_\_\_

\_\_\_\_\_

It is your responsibility to keep the AHPOA Business Office updated on your current contact information.

**I have read and understand the above information:** **Date:** \_\_\_\_\_

**Printed Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_