**NOTICE OF DELINQUENCY**

[DATE]

THIS NOTICE OF DELINQUENCY HAS BEEN:

(1) SENT VIA CERTIFIED MAIL, RETURN RECEIPT REQUESTED; **AND**

(2) PHYSICALLY POSTED AT THE UNIT; **AND**

(3) EITHER:

(a) SENT VIA REGULAR U.S. MAIL TO THE UNIT; OR

 (b) SENT VIA REGULAR U.S. MAIL TO AN ALTERNATE ADDRESS; OR

 (c) SENT VIA TEXT MESSAGE TO THE CELL NUMBER ON FILE; OR

 (d) SENT VIA E-MAIL TO THE ADDRESS ON FILE.

[HOMEOWNER NAME(S)]

[UNIT ADDRESS OR ALTERNATE ADDRESS]

Dear [HOMEOWNER],

Please note that your account is currently delinquent. The total amount due is $\_\_\_\_\_\_\_\_\_\_\_\_. The enclosed account ledger contains an accounting of how the total amount was determined. The total amount due concerns [CHECK AS APPLICABLE]:

 ⸋ Unpaid Assessments

 ⸋ Unpaid fines, fees, or charges

 ⸋ Both

The delinquency [DOES/DOES NOT] concern unpaid Assessments that may lead to foreclosure.

If you have any questions pertaining to the enclosed ledger or would like to verify the amount due, you may contact [NAME OF CONTACT PERSON] at [CONTACT INFO].

Offer of Repayment Plan: [CHECK ONE]

⸋ You are not eligible to enter into a Repayment Plan because you previously entered into a Repayment Plan or you are not occupying the property and have acquired the property as a result of (a) a default of a security interest encumbering the property or (b) foreclosure of the Association’s lien.

⸋ You are eligible to enter into a Repayment Plan to pay off your delinquent balance in monthly installments over a period of up to eighteen (18) months. You may choose the amount to be paid each month of the Repayment Plan, so long as each payment is at least twenty-five dollars ($25.00) until the balance of the amount owed is less than twenty-five dollars ($25.00). You may elect to pay the remaining balance owed under the Repayment Plan at any time during the duration of the Repayment Plan. If you fail to pay at least three (3) monthly installments of the Repayment Plan within fifteen (15) days of the due date, or if you fail to remain current with regular Assessments as they come due during the period of the Repayment Plan, you will be in default of the Repayment Plan and the Association may pursue legal action against you.

If you desire to enter into a Repayment Plan, please contact [NAME OF CONTACT PERSON] at [CONTACT INFO] within thirty (30) days.

Required Action:

You must pay the total amount due in full or, if you are eligible, contact the Association to enter into a Repayment Plan within thirty (30) days to cure the delinquency. If you fail to do so, the Association may take any one or more of the following actions: cause a lien to be filed against your property; file a lawsuit against you in Small Claims Court, County Court, or District Court to obtain a personal judgment; request the appointment of a receiver; file a foreclosure against your property.

If the delinquency concerns fines, fees, or charges relating to Covenant Violations, the Association must follow the procedures set forth in the Association’s Enforcement Policy prior to taking legal action against you. The Association may file a lawsuit against you in Small Claims Court, County Court, or District Court to obtain injunctive relief to obtain an order requiring you to comply with the Association’s governing documents.

ACTION IS REQUIRED TO CURE THIS DELINQUENCY AND FAILURE TO DO SO WITHIN THIRTY (30) DAYS MAY RESULT IN YOUR DELINQUENT ACCOUNT BEING REFERRED TO THE ASSOCIATION’S ATTORNEY, A LAWSUIT BEING FILED AGAINST YOU, THE RECORDING AND FORECLOSURE OF A LIEN AGAINST THE UNIT, OR OTHER REMEDIES AVAILABLE UNDER COLORADO LAW.

Sincerely,

The Retreat on the Blue Condominium Association