

Chateau Deville of Tallahassee Condominium Association, Inc  
PO Box 12412, Tallahassee, FL 32317  
Customer [service@tpam.biz](mailto:service@tpam.biz) (850) 583-1173

Subject: How Delinquent Accounts Impact Association Dues

Dear Unit Owners,

The Condominium Owners Association relies on the timely payment of assessments from all owners to meet its financial obligations. These funds are used to maintain the common elements, pay utilities and insurance, fund reserves, and cover operating expenses that benefit the entire community.

When some owners are not current with their financial obligations to the Association, it creates a shortfall in the operating budget. As a result, the Association may be forced to delay necessary maintenance, reduce services, draw from reserve funds, or consider increases to monthly assessments or special assessments in order to meet expenses. In effect, delinquent accounts can increase the financial burden on owners who are paying their assessments on time.

The Board is committed to managing the Association responsibly and pursuing all available remedies to collect past-due assessments in accordance with the governing documents and Florida law. Timely payment by all owners helps keep costs stable and ensures the continued upkeep and financial health of our community.

If you have questions about your account or are experiencing financial hardship, please contact management as soon as possible to discuss available options.

Thank you for your cooperation and continued support of the Association.

Sincerely,  
Board of Directors

Chateau Deville of Tallahassee Condominium Association, Inc  
PO Box 12412, Tallahassee, FL 32317  
Customer [service@tpam.biz](mailto:service@tpam.biz) (850) 583-1173

### Collection Process

- 45 days after the monthly assessment/dues is late, send an email reminder about the missed payment and ways to make the payment
- 60 days after the monthly assessment/dues is late, create and send a Notice of Late Assessment (NOLA) letter to the known address, sending one of the letters certified
- 30 after the NOLA has been sent, if the account is still delinquent, turn over to board selected attorney to begin the collection process