



KINGSPARK & WHITEHALL CIVIC IMPROVEMENT ASSOCIATION

STATE OF TEXAS
COUNTY OF GALVESTON
BILLING AND PAYMENT POLICY

In accordance with Texas Property Code §209.0063, this Billing and Payment Policy is hereby amended or adopted by Kingspark & Whitehall Civic Improvement Association, Inc. on this the 13th Day of December, 2011. Revised the 10th Day of November, 2015. Revised the 13th Day of September, 2023.

- A. Annual Assessments are \$120 per year.
- B. The Association is required to bill once per year.
1. The Association shall bill for the regular annual assessments on December 1st of each year, for assessments beginning January 1st.
 2. Throughout the year, the Association, at its discretion, may choose to continue billing unpaid accounts on a monthly, bi-monthly, or quarterly basis.
- C. Assessment Due Dates
1. Annual assessment payments are due on or before February 15th of the new year.
 2. A grace period shall be extended to February 28th.
 3. Special assessments are due by the date indicated on that assessment invoice.
 4. Attorney's fees for violations, collections, or other matters are due and payable within 30 days, unless such matter proceeds to trial. In case of trial, all fees are due within 30 days of the court granting the Association's judgment.
- D. Late Fees/Finance Charges
1. Late fees are charged beginning in February, and are assessed on a monthly basis at \$4 per month. These charges are assessed regardless of the Associations decision to continue billing throughout the year.
 2. Finance Charges shall be assessed once per year at 6% per year on the unpaid balance of property's assessments.
 3. The sum total of late fees and finance charges in any given year may not exceed the original assessment amount for that year.
 4. Exceptions for these fees can be found in the Payment Plan Policy.
- E. Application of Payments
1. The Association must apply all owner payments in the following order:
 - i. Delinquent assessments
 - ii. Current assessments
 - iii. Attorney's fees and expenses for which the Association has a lien
 - iv. Attorney's fees and expenses for which the Association has no lien
 - v. Fines
 - vi. Other amounts owed to the Association: late fee, interest/finance charges, collection fee



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- 2. Required application order may be altered if Owner designates where to apply their payment.
- 3. Required application order does not apply if the Owner is in default of a payment plan.

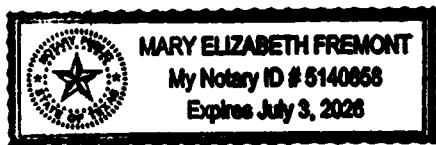
Dated this 13TH day of September, 2023.

Tammy Thompson
 Kingspark & Whitehall Civic
 Improvement Association, Inc.
 Tammy Thompson - Managing Agent

STATE OF TEXAS §
 §
 COUNTY OF Galveston§

BEFORE ME, the undersigned authority on the 13 day of September, 2023, personally appeared Tammy Thompson, who, being by me, first duly sworn upon oath, declared that they are the persons who executed the foregoing instrument for the purposes and consideration therein expressed.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on the day and year written above.



Mary E Fremont
 NOTARY PUBLIC IN AND FOR THE STATE OF
 TEXAS

FILED AND RECORDED

Instrument Number: 2023048781

Recording Fee: 30.00

Number Of Pages: 3

Filing and Recording Date: 10/12/2023 3:05PM

I hereby certify that this instrument was FILED on the date and time stamped hereon and RECORDED in the OFFICIAL PUBLIC RECORDS of Galveston County, Texas.



Dwight D. Sullivan

Dwight D. Sullivan, County Clerk
Galveston County, Texas

NOTICE: It is a crime to intentionally or knowingly file a fraudulent court record or instrument with the clerk.

DO NOT DESTROY - *Warning, this document is part of the Official Public Record.*