

Courtesy Reminder Letter
Villa Monterey Improvement Association
4823 N. 75th Way
Scottsdale, AZ 85251
www.villamontereyone.org

Date: _____

To: _____

Address: _____

From: Villa Monterey Improvement Association Board of Directors

RE: Violation of CC&Rs, Bylaws, and/or Rules and Regulations

Dear _____ :

On _____, the following violation was observed:

The person observing the violation is _____.

Remedy:

1. You have _____ from the date of this letter to correct the violation;
2. Or to discuss or dispute the violation by contacting the Board of Directors at the address at the top of this page via by certified mail within ____ calendar days after the date of this notice;
3. Or to petition the Arizona Real Estate Department for a hearing on the matter pursuant to A.R.S. §32-2199.01 and A.R.S. §41-2198.01.

Fines may be imposed if the violation is not corrected.

Copies of the CC&Rs, Bylaws, and Rules and Regulations are located at
www.villamontereyone.org (GOVERNANCE).

Thank you for your cooperation in keeping Villa Monterey a beautiful and safe place to live.

Association's Schedule of Fines

Category	First Notice	Second Notice	Third Notice	Continuing Violation
Estate/Garage Sales	No fine, courtesy violation letter	If the homeowner does not respond or cure immediately, \$100 per day		
Home Maintenance	No fine, courtesy violation letter; 7 days notice	If the homeowner does not respond or cure within 7 days, \$25	If the homeowner does not respond or cure within 2 days, \$75	If the homeowner does not respond or cure within 2 days, \$100 per day
Landscape	No fine, courtesy violation letter; 7 days notice	If the homeowner does not respond or cure within 7 days, \$25	If the homeowner does not respond or cure within 2 days, \$75	If the homeowner does not respond or cure within 2 days, \$100 per day
Noise	No fine, courtesy violation letter. One day notice	If the homeowner does not respond or cure immediately, \$100 per day		

Association's Schedule of Fines

Category	First Notice	Second Notice	Third Notice	Continuing Violation
Occupancy (Residents/Renters)	No fine, courtesy violation letter; 30 days notice	If the homeowner does not respond or cure immediately, \$100 per day		
Pets	No fine, courtesy violation letter with 5 days notice.	If the homeowner does not respond or cure immediately, \$100 per day		
Signage	No fine, courtesy violation letter; 7 days notice	If the homeowner does not respond or cure immediately, \$100 per day		
Vehicles	No fine, courtesy violation letter; 5 days notice	If the homeowner does not respond or cure within 7 days, \$25 per day	If the homeowner does not respond or cure within 2 days, \$75 per day	If the homeowner does not respond or cure within 2 days, \$100 per day
Other	To be determined by the board of directors	To be determined by the board of directors	To be determined by the board of directors	To be determined by the board of directors