



## NEW BRIGHTON RESIDENTS ASSOCIATION

### Annual Fee Collection Procedures

1. Fees are due ***April 1 of each year.***
2. Beginning of May
  - Interest is applied to all outstanding accounts (5% per annum in excess of the prime rate of interest). Interest will be applied on the first day of each month.
  - Access to New Brighton Clubhouse and Park is denied to all accounts in arrears by May long weekend.
3. Beginning of June
  - *Final Notice*
4. Beginning of July
  - Accounts are handed over to New Brighton Residents Association's legal counsel; Walsh LLP, for collections.
  - Payments are no longer accepted at the New Brighton Clubhouse. All payments and communication regarding the collection of fees is done directly between the homeowner and Walsh LLP.
  - Legal costs associated with the collection of fees, as determined by Walsh LLP, will be charged back to the homeowner.

**It is each homeowner's responsibility to ensure that payments are received by the New Brighton Residents Association, in full, by the due dates. Late payment charges will be applied to each account in arrears until full payment is received.**

***Important Note:*** *The NBRA has great compassion and understanding regarding the pressure that the current economy has placed on many families living within the community. If you are experiencing financial difficulty during these difficult times, please email [rentals@nbra.ca](mailto:rentals@nbra.ca) to make special arrangements for the payment of your 2022/23 Annual NBRA Fees. A payment plan will be tailored to work within your specific circumstances. Those residents who make special payment plans, will not incur additional late payment charges and will not be forwarded to collections, so long as the agreement is fulfilled.* The NBRA exists to enhance your quality of life and desires to make this process as stress-free as possible for all. Please do not hesitate to reach out if we can assist in any way.