

Valley Ranch Homeowners Association, Inc.
2016 Payment Plan Agreement

- Maintenance Fees are due January 1st and considered delinquent January 31st.
- In order to avoid being charged finance fees; the Association must receive the entire balance due on the account by January 31st.

PAYMENT OPTIONS ARE LISTED BELOW:

OPTION 1: Make payment in full no later than January 31st

OPTION 2: Make payment in full no later than June 30th by selecting a payment plan offered by the Association by placing a check next to (1) of the options listed below:

___ I opt for a **(3) three month payment plan** with the first payment being due this month and all recurring payments being due no later than the 15th of each consecutive month. **(THIS PLAN IS ONLY OFFERED IN THE MONTHS OF January, February, March, April)**

___ I opt for a **(4) four month payment plan** with the first payment being due this month and all recurring payments being due no later than the 15th of each consecutive month. **(THIS PLAN IS ONLY OFFERED IN THE MONTHS OF January, February, March)**

___ I opt for a **(5) five month payment plan** with the first payment being due this month and all recurring payments being due no later than the 15th of each consecutive month. **(THIS PLAN IS ONLY OFFERED IN THE MONTHS OF January and February)**

___ I opt for a **(6) six month payment plan** with the first payment being due this month and all recurring payments being due no later than the 15th of each consecutive month. **(THIS PLAN IS ONLY OFFERED IN THE MONTH OF January)**

I UNDERSTAND THAT MY ACCOUNT WILL BE / OR HAS ALREADY BEEN CHARGED INTEREST IN THE AMOUNT OF 18% PER ANNUM AT THE END OF EACH MONTH UNTIL MY ACCOUNT HAS BEEN PAID IN FULL. (Please refer to box below regarding waiver of these fees).

An owner should start making monthly payments as soon as the form is completed and returned to RealManage. If an owner fails to make a payment to the Association in accordance with this plan, then the owner shall be in default of the Payment Plan Agreement, at which point the Payment Plan Agreement shall automatically become void. Legal collection proceedings may commence upon default of payment plan.

Make check payable to: Valley Ranch HOA
Mail payment to: Valley Ranch Homeowners Association, Inc.
c/o RealManage P O Box 803555
Dallas, TX 75380-3555

- To ensure proper credit towards your account – please include your account number as listed on your statement.

****** ONCE AN OWNER SUCCESSFULLY COMPLETES THE PAYMENT PLAN AS INDICATED ON THIS FORM THEN THE OWNER MUST CONTACT REALMANAGE AT 1-866-473-2573 OR VIA EMAIL AT Service@Ciramail.com AND REQUEST THAT THE MONTHLY FINANCE CHARGES BE CREDITED AGAINST ACCOUNT. IF FULL PAYMENT IS NOT RECEIVED BY JUNE 30TH THEN LATE FEES AND FINANCE CHARGES WILL NOT BE WAIVED. ******

Owners electing Option #2 must return this signed form to Service@Ciramail.com or by fax at 281-582-6400 – do not submit form with your payment; it must be received via email or fax.

Owner Signature: _____ **Owner Name Printed:** _____

Address: _____ **Date:** _____