

Providence Highlands Community Association

PO Box 174, Providence, UT 84332

[DATE]

Name and address of Property Owner

Subject: NOTICE OF VIOLATION

Dear (Name of Property owner),

Please disregard our previous violation notice. This is a new notice. We have recently had to update our Compliance to fall in line with our PUD (Planned Unit Development) requirements for the State of Utah.

The Providence Highland Board made a new walk thru Inspection the evening of (Date of Walk-thru)nd. Updated findings came from that walk thru.

Living in our Providence Highlands Community Association has many privileges and also carries with it the responsibility to comply with the Declaration of Covenants, Conditions and Restrictions of our community. The Board of Directors is responsible for the ongoing enforcement of the Association's Covenants and Restrictions which are designed to preserve, protect, and enhance the property values of the homes and communal areas within the Association.

It has been observed that your property is in violation of the Declaration as described in the attached notice.

We assume this is an oversight and your efforts to quickly resolve this matter will be greatly appreciated. If this issue has been addressed, please disregard this reminder. If not, please see the attached notice for action that is required. This letter also serves as warning and notice that this may result in fines without further notice, in accordance with the Compliance Enforcement Policy of the Association.

Should you feel that you have received this letter in error, or have extenuating circumstance, you have the right to appeal to the Board of Directors. To appeal, you must submit a letter in writing within thirty (30) days of this letter, to the address above, or by email to providencehighlands@gmail.com. **Do not contact members of the Board by phone or in person. All appeals must be submitted in writing.** You will then be contacted by a member of the Board or its representative.

Thank you for your cooperation in helping to keep Providence Highlands a pleasant and attractive place to live.

Your Board of Directors

Providence Highlands Community Association

NOTICE OF VIOLATION AND
ACTION REQUIRED
FIRST NOTICE

Observed violation:(1) List the Violation(s)

This is a violation of the Declarations of Covenants, Conditions, and Restrictions which states:

Declaration Section List the Amendment to the Declaration describing the compliance from the CCR's ,

Action Required: First Notice

- Plan for maintenance of the (item in violation) must be submitted to the Board in writing on or before 10 days from the date on this letter.
- Installation of properly functioning (violation item) must be completed on or before 80 (or Board Modification) days from the date of this letter.

FAILURE TO COMPLETE THESE ACTIONS MAY RESULT IN FINES BEING ASSESSED WITHOUT FURTHER NOTICE. FINES FOR 2ND NOTICE (fail to submit a plan) \$25.00, 3RD NOTICE \$50.00 (fail to complete violation) AND 4TH AND SUBSEQUENT \$100.00.

Our HOA has a Providence Highlands Logo Template cut out, ready to paint on your Mailbox. Email the board if you would like to borrow. Contact the Board if you would like additional information.