

AHWATUKEE BOARD OF MANAGEMENT (ABM)
Assessment Collection Policy

(Revised Jan. 2026)

To ensure the obligations of the Association are met, it is imperative that all lot owners remit the annual lot assessment in a timely manner. A fiscally sound Association safeguards lots against blights, deferred or foregone maintenance, special assessments and other detriments. Lot owners who are delinquent with their assessment directly affect the entire community and impact services and improvements. Therefore, the following Collection Policy applies:

On or after:

- December 1st** Billing statements for the upcoming year lot assessment are mailed to all lot owners in accordance with a selected preference via US Mail or email, or US Mail if no preference is provided to ABM. Statements are mailed to the *address of record* during the first week of December. **Payment is due January 1.**) *Note: Annual assessments are not typically impounded with a mortgage impound account. If you have questions, please consult your mortgage lender.*
- January 31st** Payment is past due, and a late fee is assessed effective January 31. Payments must be *received* by ABM before close of business January 30. *Postmark dates, lost payments and/or scheduled payments are not considered "on time".* A second billing statement is mailed after January 31.
- February 15th** A *Notice of Impending Lien* is mailed to lot owners with a past due balance advising that a Lien will be filed against the lot if the account is not paid in full on or before the last business day of February. A lien filing fee will be charged to the lot owner if a Lien is filed.
- March 1st** The Association files a Lien against the property via the Maricopa County Recorder. A Lien filing fee is charged to the lot owner.
- April 1st** A Complaint may be filed in Maricopa County Justice Court. The lot owner will be notified by US Mail or a Process Server. Court and collection costs, and attorney's fees will be charged to the lot owner. All legal remedies available to ABM may be implemented in the collection process as necessary.
- Returned Checks** A fee of \$25 will be charged on all returned checks.