

# Notification of Violation(s) Process

Linked below is a copy of the "First Letter" that the Architectural Control Committee delivers to people who may not be aware that they are in violation of one or more of the Rules and Regulations that govern this community. We give this letter to all newcomers and everyone seems very happy to be made aware of common problems before they happen.

If the violation(s) continue to occur after this first letter, we issue a more formal letter sighting specific rules and regulations that need to be addressed immediately or within a specified time period so that legal action can be avoided. If the violation(s) are not corrected within a reasonable amount of time, then we issue a formal Second Letter. This letter informs the property owner that a **fine of \$50** / incident or day that the violation continues will be charged. If the violation is not corrected within the designated time period, we will proceed with further legal action, which may be costly to the homeowner. The Association has the legal right and responsibility to correct violations if the property owner refuses or cannot comply. Any expenses incurred by the Association in relation to the violation(s) may result in a **lien** on that property as well as any other expenses relating to collection or enforcement proceedings.

This is obviously not something any of us who are volunteers on the board wish to have happen. Please do your part to comply and avoid unnecessary conflicts and expenses. Thank you for doing your part.

## "FIRST LETTER"

Hills of Bandera Ranch Property Owners Association  
Hills of Bandera Ranch  
810 Mustang Pass  
Bandera, Texas 78003

Website: [www.hillsofbanderaranch.com](http://www.hillsofbanderaranch.com)

**Property address:**

**Property Owner:**

**Occupant if rented:**

**Date of Violation Notice:**

We would like to take this opportunity to inform you of the Rules and Regulations that are in place to help make our community one that is safe and enjoyable for everyone. It is the nature of homeowner associations to have rules and regulations that everyone must adhere to. We have placed a copy of the Covenants, Conditions and Restrictions (CC&R's) as well as the Rules and Regulations (R&R's) on our website. If you do not have a computer with internet access you may go to the Bandera County Public Library and they will help you access the internet at no charge. You should also have received copies of these documents when you purchased your home. If you are renting, please ask your landlord or rental agency for a copy. If you have further questions, please email or call us.

Please make sure you are doing what is expected of you as a resident of Hills of Bandera Ranch Community. We understand there may be reasons for noncompliance and we are here to assist you as best we can. Be advised that if you do not make the correction requested, we will take the situation to the next level of enforcement. We do not wish to use homeowners' dues to pursue legal action against you and hope that you will make the corrections on your own and in a timely fashion. **The Homeowners Association has the legal right to assess fines on homeowners and place liens on property if Association funds are required to make the correction. So please make the right choice now.**  
**Thank you**

**Nature of the violation:**

**Suggested Remedy:**