

REQUEST FOR PAYMENT PLAN

Dear Property Owner,

This is a request for a payment plan. If you are paying anything less than the full amount of your assessments, you need to complete this form. Do not leave any blank spaces as this can possibly alter the plan you are signing up for.

THIS FORM MUST BE COMPLETED. FOLLOW DIRECTIONS. FILL OUT ALL INFORMATION.

I am requesting the following type of payment plan: *Mark one of the boxes*

2 equal installments - *The first half is due by July 1st and late after July 31st. The second half is due December 1st and late after December 31st. Interest will incur at a rate of 1% each month following the first payment made in July until paid in full.*

6 month installment plan - *Interest incurs each month following first payment at the rate of 1% each month until paid in full*

Property Owners Name _____

Property Address _____

Track _____ Lot _____ Dwelling _____ Vacant Lot _____ Duplex _____

Owners Address (if different than above) _____

Current Phone Number _____ Email _____

I understand this is just a request for payment plan only and in no way guarantees I will be given the payment plan I am requesting. I also understand that once I am granted my payment plan, I will be required to fill out and sign a Promissory Note along with my monthly schedule. I understand that my payment plan does not go into effect until I complete all paperwork and it is returned to the office with my signature on it.

Signature _____ Date _____