



# PRAIRIE TRACE

Homeowners Association

Address:

\_\_\_\_\_  
Topeka, KS 66614

PHTA Homeowner,

The HOA is contacting you because the Board has received a written complaint concerning your property. The following is a summary of the complaint:

\_\_\_\_\_  
\_\_\_\_\_  
PHTA has found this to be out of compliance of the following PHTA Covenants:

\_\_\_\_\_  
\_\_\_\_\_  
We ask that you bring your home into compliance. You will have the following amount of time to address the violation:

Before \_\_\_\_ days: This will be considered resolved.

After \_\_\_\_ days: A fine of \$ \_\_\_\_/day will be assessed until the property is compliant and all fees/fines are paid in full.

After \_\_\_\_ days: Property rights & privileges will be suspended until property is compliant and all fees/fines are paid in full.

After \_\_\_\_ days: a lien will be placed on the house. Lien will not be removed until all associated fees/fines are paid in full and property is compliant to covenants.

A maximum of \$ \_\_\_\_ can be fined for the violation. This does not include fees used to enforce covenants.

Delivery Date: \_\_\_\_\_

Method of deliver: \_\_\_\_\_

By: \_\_\_\_\_

PHTA  
3353 SW Belle Ave  
Topeka, KS 66614