

# JOHNS CREEK PHASE II HOMEOWNER'S ASSOCIATION, INC.

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## COMPLIANCE POLICY AND PROCEDURE FLOWCHART

*Adopted by Johns Creek Phase II Board of Directors on Thursday, May 11, 2017*

### **COURTESY NOTICE**

- Association sends 15-day courtesy notice to cure
  - Notice to advise violating party will result in necessary enforcement action by the Association.

### **SECOND AND FINAL NOTICE**

- Association sends second notice giving 15-days to cure
  - Notice to advise violating party will result in necessary enforcement action by the Association

### **PRE-SUIT MEDIATION**

If second and final notice does not result in compliance the matter will be forwarded to the Association's attorney who will send a Demand for Pre-Suite Mediation

### **FURTHER LEGAL ACTION**

If mediation does not resolve the matter, the Association's attorney will take further action against the Owner and Tenant until the violation ceases.