**YOUR ROAD ASSOCIATION HERE**

**20-DAY COLLECTION NOTICE**

**NOTICE OF CLAIM - 23 M.R.S. §3104**

To: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Delinquent Owner) (address)

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Treasurer of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Road Association located in \_\_\_\_\_\_\_\_\_\_\_\_\_\_, Maine in the County of \_\_\_\_\_\_\_\_\_\_\_\_\_\_, hereby give you this notice that fees of $ \_\_\_\_\_\_\_\_\_ for \_\_\_\_\_\_ share of the assessment approved by Members at the \_\_\_\_\_\_\_\_\_\_\_\_\_ Meeting of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, for the year 20\_\_\_ remains unpaid.

The fees were assessed to real estate described as follows: Map \_\_\_\_, Lot(s) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ at\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, and was assessed against \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, owner thereof.

A NOTICE OF CLAIM will be established on the above-described real estate to secure payment of the road fees. PAYMENT of said fees and charges, the sum total of $ \_\_\_\_\_\_\_\_\_\_\_ IS HEREBY DEMANDED OF YOU WITHIN TWENTY (20) DAYS FROM TODAY’S DATE, WHICH IS THE DATE OF MAILING OF THIS NOTICE. NO FURTHER ACTION WILL BE TAKEN DURING THIS TIME PERIOD.

Dated at \_\_\_\_AM/PM, \_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_\_\_\_, Maine, this \_\_\_\_ day of \_\_\_\_\_\_, 20 \_\_\_.

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

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Treasurer

(Printed Name)

Make payment payable to: “\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Road Association” and mail to:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Treasurer

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Road Association

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

|  |  |
| --- | --- |
| Association Fees |  |
| Certified Mail (Return Receipt Requested) |  |
| TOTAL |  |