ASSEMBLY PARK PROPERTY OWNERS ASSOCIATION
SPECIAL ASSESSMENT PAYMENT ELECTION FORM

Issued by the Delavan Lake Assembly (DLA) Board
Contact for Questions: Katie O'Halloran — hayeskm71@yahoo.com/708-805-2183

LEASEHOLDER INFORMATION – *Please complete*

Name: _____

Property Address: _____

Email: _____

Phone: _____

ASSESSMENT SUMMARY

- **Total special assessment (the "Special Assessment"): $6,100 per leaseholder**
- **Payment timing for the Special Assessment:**

  (a) **$1,000 *MANDATORY DOWN PAYMENT* (the "Required Down Payment") due from *ALL* leaseholders on or before November 15, 2026;**

  (b) **$5,100 remaining balance (the "Remaining Balance") due either by:**

    (i) **Full payment on or before February 15, 2027 (the "Full Payment Option"); or**

    (ii) **Installment payments in amounts and time increments TBD by DLA Board (anticipated to be a 3-5 year period)(the "Installment Payment Option")**

PAYMENT ELECTION- LEASEHOLDER TO COMPLETE

Please select **one** option:

☐ **1. Full Payment Option**

I elect to pay the $5,100 **Remaining Balance** remaining balance of the special assessment in full on or before February 15, 2027.

OR

☐ **2. Installment Payment Option (3–5 Year Term Expected)**

I am interested in financing the Remaining Balance of the Special Assessment.

Preliminary anticipated terms for Installment Payment Option (subject to final DLA Board approval):

- Anticipated term: **3–5 years**
- Interest rate and payment schedule: **To be determined and subject to final DLA Board approval.**
- Remaining balance financed over the approved term
- If any leaseholder's property is sold/transferred before the payment term (TBD) ends, the outstanding balance of the Remaining Balance will be due **in full at closing**

DEFAULT ELECTION & ELIGIBILITY

If this form is **not returned**, the following will apply:

- You will be deemed to have **waived** the Installment Payment Option and **consented** and **agreed** by default to the **Full Payment Option,** i.e.:

  (i) Required Down Payment of **$1,000** due on or before **November 15, 2026**; and

  (ii) the Remaining Balance of **$5,100** due on or before **February 15, 2027**.

ACKNOWLEDGMENT

By signing below, I acknowledge, consent to and agree that:

- Financing terms for the Installment Payment Option have not yet been finalized or approved and may change before the program is offered.
- If I select Installment Payment Option, I will receive a final agreement outlining payment schedule, interest rate, and obligations.
- If I sell my home before the financing term for the Installment Payment Option ends, I acknowledge that the Remaining Balance must be paid in full at closing.
- I acknowledge and agree that failure to return this form shall result in a **default to the Full Payment Option** and **waiver of the Installment Payment Option**.

Signature: _____

Date: _____

PLEASE RETURN THIS FORM SIGNED BY **11/20/26**

TO Treasurerdla@gmail.com or

Delavan Lake Assembly

PO Box 164

Elkhorn, WI 53121-0164

Be sure to maintain a copy for your records!