



Bill of Rights

Expectations and Responsibilities for Better Communities

Perhaps the greatest achievement for any association is creating and sustaining a sense of community among residents and leaders. This goal is best achieved when homeowners, non-owner residents, and association leaders recognize and embrace their rights and responsibilities.

It was with this goal in mind that CAI developed Rights and Responsibilities for Better Communities. These principles can serve as an important guidepost for board and committee members, community managers, homeowners, and non-owner residents.

Homeowners have the right to:

- 1 A responsive and competent community association.
- 2 Honest, fair, and respectful treatment by community leaders and managers.
- 3 Participate in governing the community association by attending meetings, serving on committees, and standing for election.
- 4 Access appropriate association books and records.

- 5 Prudent expenditure of fees and other assessments.
- 6 Live in a community where the property is maintained according to established standards.
- 7 Fair treatment regarding financial and other association obligations, including the opportunity to discuss payment plans and options with the association before foreclosure is initiated.
- 8 Receive all documents that address rules and regulations governing the community association—if not prior to purchase and settlement by a real estate agent or attorney, then upon joining the community.
- 9 Appeal to appropriate community leaders those decisions affecting non-routine financial responsibilities or property rights.

Homeowners have the responsibility to:

- 1 Read and comply with the governing documents of the community.
- 2 Maintain their property according to established standards.

- 3 Treat association leaders honestly and with respect.
- 4 Vote in community elections and on other issues.
- 5 Pay association assessments and charges on time.
- 6 Contact association leaders or managers, if necessary, to discuss financial obligations and alternative payment arrangements.
- 7 Request reconsideration of material decisions that personally affect them.
- 8 Provide current contact information to association leaders or managers to help ensure they receive information from the community.
- 9 Ensure that those who reside on their property (e.g., tenants, relatives, and friends) adhere to all rules and regulations. ■

Copies of Rights and Responsibilities including Community Leaders' rights and responsibilities can be downloaded at caionline.org.