



Selling or Refinancing of Commercial Property including Apartment Complexes in the Las Colinas Development

The Las Colinas Association is the master Association for the Las Colinas Development. Anyone who purchases property within the deed restricted area of Las Colinas automatically becomes a member of and pays annual dues to the Association.

Estoppel Certificate, the current document processing fee that is due with the request is:

- * Apartment Complex \$400.00
- * Commercial Property –including a vacant tract \$200.00
- * **Updates** – withing 180 days of the original date of the document are one-half of the original fee

This document will state the annual assessment amount, period it covers, any delinquent monies owed and any problems pending against the property i.e.; if the property is not in compliance with the plans approved by the Architectural Control Committee or current Deed Restrictions. It also gives a current list of the Association's Board of Directors and the Architectural Control Committee. Upon completion, the certificate is emailed to the owner and owner's representative. The Association's owner of record is mailed a copy and the original may be picked up or sent by FedEx (provide label with request).

MAKE CHECKS PAYABLE TO THE LAS COLINAS ASSOCIATION OR
PAY WITH MASTERCARD OR VISA ON-LINE AT WWW.LASCOLINASASSN.COM

Attached is the Estoppel Certificate Request Form which provides the information we require to issue that document. All signed requests received along with the processing fee are processed as soon as possible.

Complete the request form then email or fax the signed request along with a copy of the payment for the document processing fee to me at the email address or fax number listed below. After emailing or faxing a Estoppel certificate request form, mail or deliver the original form, along with the processing fee, to the address below.

Visit our WEB SITE at www.LasColinasAssn.com for additional information about The Las Colinas Association.

Please call me if you have any questions.

Sincerely,
Velma J. Martindale
Data Base Administrator
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