



## Information on Selling or Refinancing Properties 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 dues to the Association. They may also pay dues to one of the homeowners associations listed below. **Information from the Association for the sale or refinance of properties located within the deed restricted area of Las Colinas may be obtained by the Owner(s) or Owners Representative/Agent by completing and signing the Association's request form for one of the following documents:**

(all of these documents address right of first refusal/transfer fee)

**Statement of Account**, (Residential Homes or under construction, Condo, Townhome, Villa or Vacant Lot) **NO Charge.**

This document will state the annual assessment amount, period it covers and any delinquent monies owed. This document will be emailed or faxed to you.

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

- \* Residential Home or under construction, Individual Condo, Townhome or Villa \$150.00
- \* Residential Vacant Lot \$125.00

This document meets the information requirements under Section 207.003, Texas Property Code. This document is not faxable or emailable. It may be picked up or sent by FedEx (provide label with request).

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

- \* Apartment Complex \$400.00
- \* Commercial Property or Vacant Tracts \$200.00
- \* **Updates** 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. A copy of the certificate will be emailed to you; the original may be picked up or sent by FedEx (provide label with request).

**Pay on-line with MasterCard or Visa at [www.LasColinasAssn.com](http://www.LasColinasAssn.com).**

Attached is a **Statement of Account Request Form** that provides the information we require to issue a Statement of Account. **Complete** the **request form** and **email to [vmartindale@lascalinasassn.com](mailto:vmartindale@lascalinasassn.com) or fax the signed request** to me at 972.717.9628. **If you require one of the other documents, please download the request form from the web site listed below or contact the Association.**

**Homeowner Associations that may collect additional dues which you may also need to obtain information from are listed below:**

Avalon Square Townhomes HOA contact Singer Association Management at 972.402.8352 ext 222

Cottonwood Hill Estates HOA contact BG Management at 214.244.7143

Cottonwood Valley HOA contact RTI/Community Management Associates, Inc. (CMA) at 972.943.2800

Country Club Place Condominiums contact Excel Association Management at 972.881.7488

Emerald Valley – Irving Emerald Valley & Emerald Valley Villas HOA contact SBB Management at 817.482.1547ext 471

Enclave at Windsor Ridge HOA contact RTI/Community Management Associates, Inc. at 972.943.2855

Fairway Vista HOA contact Guardian Association Management, LLC at 972.458.2200

Fox Glen HOA contact Principal Mangement Group at 817.654.4242 ext 202

Grand Treviso Condominiums contact Somerset Association Management at 214.496.0200

Hackberry Creek HOA contact Capital Consultants Management Corporation, (CCMC) at 972.401.4946

Hunters Ridge Townhomes Association contact SBB Management 972.960.2800 ext 316

Hunter Valley Townhome Owners Association contact SBB Management at 817.482.1547 ext 417

LaVillita – City Homes/Centex Townhomes ONLY contact BPMI Management at 214.378.1112

LaVillita HOA - Portrait Town Homes ONLY contact Principal Management at 214.368.4030

Lakes of Las Colinas contact RTI/Community Management Associates, Inc. at 817.215.7192

Mandalay Place at Las Colinas HOA (Ladera Village) contact RTI/Community Management Associates, Inc. at 972.943.2885

Positano Condominium Association, Inc. - Villas/Flats contact North American Properties at 972.374.5273

Quail Run Condominiums contact Principal Group at 972.541.1331

Riverside Village HOA contact RTI/Community Management at 817.215.7185

University Hills AOH contact at 972.957.2168 (Currently a non-mandatory Association)

University Park HOA contact Protea Real Estate Management at 972.248.6065 ext 116

**Visit our WEB SITE at [www.LasColinasAssn.com](http://www.LasColinasAssn.com) for additional information about The Las Colinas Association.**



# STATEMENT OF ACCOUNT RESIDENTIAL PROPERTIES ONLY

**NO CHARGE FOR THIS DOCUMENT**

(ONLY Issued on Individual Residential Properties: Home or under construction, Individual Condo, Townhome, Villa or Vacant Lot)

**INSTRUCTIONS: FILL OUT COMPLETELY (include correct mailing addresses)**

**EMAIL TO [RESALE@LasColinasAssn.com](mailto:RESALE@LasColinasAssn.com) or FAX TO 972.717.9628**

**Requests will be processed as soon as possible with our goal for completion within a 30-day period.**

**Visit our WEB Site at [LASCOLINASASSN.COM](http://LASCOLINASASSN.COM) for additional information.**

Date: \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

**LEGAL DESCRIPTION :** \_\_\_\_\_

Attn: Velma Martindale  
LCA# \_\_\_\_\_  
OFFICE USE ONLY  
Revised: October 22, 2009.

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**OWNER or OWNER'S REPRESENTATIVE/AGENT MAKING THE REQUEST:**

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<p>_____ Name</p> <p>_____ Company</p> <p>_____ Address</p> <p>_____ City, State, Zip</p> <p>_____ Phone                      Fax</p> <p>_____ Email</p>	<p>The undersigned Owner or Owner(s) Representative or Agent requesting this Statement of Account agrees to provide the Owner(s) with a copy of the document immediately upon receipt:</p> <p style="text-align: center;"><b>—————→ SIGNATURE REQUIRED ←————</b></p> <p>Available Delivery Methods (Initial your choice):</p> <p>Email: _____ Fax: _____</p>
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**TITLE COMPANY:**

_____ Name
_____ Company
_____ Address
_____ City, State, Zip
_____ Phone                      Fax
_____ Email
_____ General File Number                      Closing Date

**PROPERTY OWNER:**

_____ Name
_____ Company
_____ Address
_____ City, State, Zip
_____ Phone                      Fax
_____ Email

**PURCHASER/BUYER:**

_____ Name
_____ Company
_____ Address
_____ City, State, Zip
_____ Phone                      Fax
_____ Email

**LENDER:**

_____ Name
_____ Company
_____ Address
_____ City, State, Zip
_____ Phone                      Fax
_____ Email