



Selling or Refinancing of Residential Property 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/assessments to the Association. They may **also** pay dues/assessments to one of the homeowners associations listed below. **A Resale Certificate is one method that the Owner(s) or Owner(s) Representative/Agent, may obtain information for the sale of properties located within the deed restricted area of Las Colinas and is described below.**

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 Lots): \$125.00

Meets the requirements under section 207.003, Texas Property Code

After **completing** and **signing** the attached Request Form, you may email or fax with a copy of the payment for the document processing fee to the email or fax number listed below and mail the originals. **REQUESTS WITHOUT PAYMENT WILL BE RETURNED.** Requests with payments will be processed as soon as possible.

Additional dues/assessments may be collected by a Village's separate HOA listed below. Their management's contact information may be found on the Association's website.

Amlis at Las Colinas Urban Center

Avalon Square Townhomes HOA-Plat La Plazzi

Bridges of Las Colinas (The)

Cottonwood Hill Estates HOA

Cottonwood Valley HOA

Country Club Place Condominiums

Emerald Park-see Villas at Emerald Park (The)

Emerald Valley Villas HOA

Enclave at Riverside Village HOA

Enclave at Windsor Ridge HOA

Estates of Escena HOA

Fairway Vista HOA

Fox Glen HOA

Grand Treviso Condominiums

Hackberry Creek HOA

Hunter Valley Townhome Owners Association

Hunters Ridge Townhomes Association

Irving Emerald Valley HOA

La Plazzi-see Avalon Square Townhomes HOA

LaVillita Condominium Community, Inc.- City Homes/Centex ONLY

LaVillita HOA-Portrait Townhomes ONLY

Ladera Village-see Mandalay Place at Las Colinas HOA

Lakes of Las Colinas HOA

Las Colinas Townhomes

Mandalay Place at Las Colinas HOA -Plat Ladera Village

Millswood Square/Vista Ridge

Positano Condominium Association, Inc.-Villas/Flats

Quail Run Condominiums

Riverside Village HOA

University Hills AOH

University Park HOA

Villas at Emerald Park HOA

Villas at the Studios (The)

Villas of Alto Vista (The)

Villas of Escena HOA

Windsor Ridge-see Enclave at Windsor Ridge HOA

Visit our WEBSITE at www.LasColinas.org for additional information about The Las Colinas Association or to PAY ONLINE.

Sincerely,

Velma J. Martindale

Data Base Administrator



RESALE CERTIFICATE REQUEST

Included with the Resale Certificate are the Association's Restrictive Covenants, Rules and Regulations, Bylaws, Certificate of Insurance, Operating Budget, Balance Sheet and a Statement of Account for the Property.

THE DOCUMENT PROCESSING FEE, DUE WITH THIS REQUEST IS CURRENTLY:

Residential Home or under construction, Individual Condo, Townhome or Villa: **\$150**

Residential Vacant Lot: **\$125**

One Update to the same Title Company within 180 days of the original certificate date at no charge.

PAY WITH MASTERCARD OR VISA ONLINE AT www.LasColinas.org

OR MAKE CHECKS PAYABLE TO THE LAS COLINAS ASSOCIATION

INSTRUCTIONS: PLEASE PRINT TO ASSURE THE INFORMATION IS LEGIBLE-FILL OUT COMPLETELY and SIGN. Send the completed request (include the document processing fee if paying by check) to the address listed below or EMAIL TO RESALE@LASCOLINAS.ORG. Request will be processed as soon as possible. Our goal is within a ten-day period. Visit our WEBSITE at LasColinas.org for additional information. The completed certificate cannot be emailed or faxed so it will be delivered by the method indicated below.

Date: _____

Attn: Velma Martindale
LCA# _____
OFFICE USE ONLY

PROPERTY ADDRESS: _____

(PLEASE PRINT)

LEGAL DESCRIPTION: _____

Revised: May 8, 2015

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

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Name - Please TYPE or PRINT CLEARLY)

Company

Address

City, State, Zip

Phone Fax

Email

The undersigned Owner or Owner(s) Representative or Agent requesting this Resale Certificate agrees to provide the Owner(s) with a copy of the document immediately upon receipt:

➔ SIGNATURE REQUIRED ➔

Available Delivery Methods (check your choice):
Pick up: _____ **FedEx: (Provide Label w/request)** _____

TITLE COMPANY - REQUIRED:

Name - Please TYPE or PRINT CLEARLY)

Company

Address

City, State, Zip

Phone Fax

Email

General File Number Closing Date

PROPERTY OWNER - REQUIRED:

Name - Please TYPE or PRINT CLEARLY)

Company

Address

City, State, Zip

Phone Fax

Email

A COPY OF THE RESALE WILL BE MAILED TO THE OWNER LISTED IN THE ASSOCIATION RECORDS.

PURCHASER/BUYER - PLEASE PRINT:

Name - Please TYPE or PRINT CLEARLY)

Company

Address

City, State, Zip

Phone Fax

Email

OWNER'S REALTOR:

Name - Please TYPE or PRINT CLEARLY)

Company

Address

City, State, Zip

Phone Fax

Email