

GREENGATE PLACE HOMEOWNERS' ASSOCIATION, INC.
C/O Consolidated Management Services
2204 Timberloch Place, Suite 245
The Woodlands, Texas 77380
Tel. No. 281.296.9775 / Fax 281.297.9788
Email: conmgsvc@swbell.net

ASSOCIATION'S COLLECTION POLICY

- I. The name of the Subdivision is Greengate Place.
- II. The name of the Association is GREENGATE PLACE HOMEOWNERS' ASSOCIATION, INC.
- III. The recording data (i.e., Map or Plat reference) for each Section of the Subdivision, and the recording data for the Declaration (i.e., Deed Restrictions) for each Section of the Subdivision is as follows:

Maps or Plats (Map Records of Harris County, Texas)

- Section One - Volume 208, Page 140.
- Section Two - Volume 228, Page 36.
- Section Three - Volume 228, Page 29.
- Section Four - Volume 244, Page 71, and Volume 269, Page 95.
- Section Five - Volume 244, Page 78, and Volume 269, Page 102.
- Section Six - Volume 245, Page 109.
- Section Seven - Volume 289, Page 108.

FILED FOR RECORD
8:00 AM

JAN - 3 2012

Stan Stewart

County Clerk, Harris County, Texas

Deed Restrictions (Deed Records of Harris County, Texas)

- Section One - County Clerk's File No. E304519; and Amendment County Clerk's File No. H270244.
- Section Two - County Clerk's File No. E552174; and Amendment County Clerk's File No. H270243.
- Section Three - County Clerk's File No. E552173; and Amendment County Clerk's File No. H270242.
- Section Four - County Clerk's File No. F095804; and Amendment County Clerk's File No. H270241.
- Section Five - County Clerk's File No. F095807; and Amendment County Clerk's File No. H270240.
- Section Six - County Clerk's File No. F095805; and Amendment County Clerk's File No. H270239.
- Section Seven - County Clerk's File No. G159282; and Amendment County Clerk's File No. H270238.

- IV. **COLLECTION POLICY:** The Association provides a number of services for the Champion Forest community. While the vast majority of property owners ("Owners") do timely pay, there are generally a small percentage of owners who do not. The obligation to pay annual assessments/maintenance charges ("assessments") is mandatory for all property owners. The Association's current Collection Policies and Procedures are as follows:

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STATE-94-0000 22

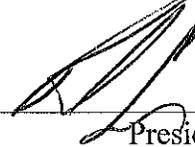
1. The Association mails out invoices at least thirty (30) days before the due date.
2. Payment in full is due annually in advance on January 1 of each year. However, there is no late fee, penalty or interest charged so long as the full payment is received by the Association on or before January 31 of each year.
3. Should an Owner fail to pay the full amount of the assessment currently due on or before January 31 of any year, the Association will apply the following schedule:
 - a) At any time after January 31, the Association may authorize the preparation and recording of an Affidavit or Notice of Lien (e.g., identifying the delinquent property by address and legal description, identifying the Owner(s), and evidencing the amount of the current delinquency).
 - b) A late fee of \$50.00 will be added to each delinquent account on February 1st.
 - c) A delinquent statement including penalty and interest, late fees and any other additional fees will be mailed in February.
 - d) A second delinquent statement including penalty and interest, late fees and any other additional charges will be mailed in March.
 - e) A management company administrative fee of \$50.00 will be applied to each delinquent account in March of each year.
 - f) A delinquency letter offering a payment plan and a copy of the Association's payment plan policy will be mailed in April with the response by the delinquent party due by May 15th.
 - g) For all sums not addressed by the delinquent party by May 31st, all past due and delinquent sums will be filed and recorded in the County property records as a lien on the property.
 - h) All items that remains delinquent with no payment arrangements, or with defaulted payment arrangements, for one year and which are still outstanding as of February 1st of the following year will be referred to the Association's legal committee for action.
 - i) **ALL ITEMS PLACED WITH THE ASSOCIATION'S ATTORNEY WILL REMAIN WITH THE ATTORNEY'S OFFICE UNTIL PAID IN FULL.**

CERTIFICATION

"I, the undersigned, being the President of GREENGATE PLACE HOMEOWNERS' ASSOCIATION, INC., hereby certify that the foregoing Collection Policy Resolution was adopted by at least a majority of the Association's Board of Directors, and such Records Retention Policy Resolution has never been modified or repealed, and is now in full force and effect."

GREENGATE PLACE HOMEOWNERS' ASSOCIATION, INC.

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By: 
President

Printed name: Paul Corpus

ACKNOWLEDGMENT

THE STATE OF TEXAS §
§
COUNTY OF HARRIS §

BEFORE ME, A NOTARY PUBLIC, on this day personally appeared Paul Corpus, President of GREENGATE PLACE HOMEOWNERS' ASSOCIATION, INC., a Texas Non-Profit Corporation, known to me to be the person whose name is subscribed to the foregoing instrument and, being by me first duly sworn and declared that he executed same in the capacity and for the consideration therein expressed, and as the act and deed of such Corporation.

GIVEN UNDER MY HAND AND SEAL OF OFFICE on this the 6TH day of DECEMBER, 2011.



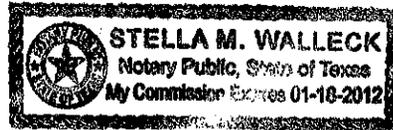
NOTARY PUBLIC IN AND FOR
THE STATE OF TEXAS

ANY PROVISION HEREIN WHICH RESTRICTS THE SALE, RENT, OR USE OF THE DESCRIBED REAL PROPERTY BECAUSE OF COLOR OR RACE IS INVALID AND UNENFORCEABLE UNDER FEDERAL LAW.
THE STATE OF TEXAS
COUNTY OF HARRIS
I hereby certify that this instrument was FILED in FF# Number 62000000 on the date and at the time stamped hereon by me, and was duly RECORDED, in the 65-261 Public Records of Real Property of Harris County, Texas

JAN - 3 2012



Stella Stewart
COUNTY CLERK
HARRIS COUNTY, TEXAS



Greengate Place Homeowners' Association, Inc./ Collection Policy

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RETURN TO:

Consolidated Management Services
2204 Timberloch Place, Suite 245
The Woodlands, Texas 77380

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