

(A)

SPRING CREEK PINES HOMEOWNERS ASSOCIATION
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

- LT1-1-201114531-1
- I. The name of the Subdivision is Spring Creek Pines.
 - II. The name of the Association is SPRING CREEK PINES HOMEOWNERS ASSOCIATION.
 - 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:

Map(s) or Plat(s) Records of Montgomery County, Texas:

- (i) Spring Creek Pines, Section One - Recorded in Cabinet 1, Sheet 17 of the Map Records of Montgomery County, Texas

Deed Restrictions (Deed Records of Montgomery County, Texas):

- (i) Spring Creek Pines, Section One -- Montgomery County Clerk's File No. 9652258.

- IV. **COLLECTION POLICY:** The Association provides a number of services for the Spring Creek Pines community. While the vast majority of property owners ("Owners") do timely pay, there is 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:

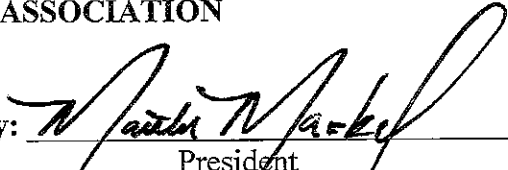
1. The Association mails out invoices at least thirty (30) days before the due date.
 2. Payment in full is due annually in advance on January 1 of each year. However, there is no penalty or interest charged so long as the full payment is received by the Association on or before January 31 of each year.
 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
- LT2-4

- b) A delinquent statement including penalty and interest, and any other additional fees will be mailed in February.
- c) A second delinquent statement including penalty and interest, and any other additional charges will be mailed in March and access to the association facilities will be terminated.
- d) A management company administrative fee of \$50.00 will be applied to each delinquent account in March of each year.
- e) 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.
- f) 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.
- g) All items that remain 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 attorney for legal action.
- h) **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 Spring Creek Pines Homeowners Association, hereby certify that the foregoing Collection Policy Resolution was adopted by at least a majority of the Association's Board of Directors, and such Collection Policy Resolution has never been modified or repealed, and is now in full force and effect."

SPRING CREEK PINES HOMEOWNERS ASSOCIATION

By: ,
President
Printed name: MATTEW MARKGRAF
Date: 12/14/11

FILED FOR RECORD

12/29/2011 9:10AM



COUNTY CLERK
MONTGOMERY COUNTY, TEXAS

STATE OF TEXAS
COUNTY OF MONTGOMERY

I hereby certify this instrument was filed in file number
sequence on the date and at the time stamped herein
by me and was duly RECORDED in the Official Public
Records of Montgomery County, Texas.

12/29/2011



County Clerk
Montgomery County, Texas

RECORDER'S MEMORANDUM:

At the time of recordation, this instrument was found to be inadequate for the best photographic reproduction because of illegibility, carbon or photo copy, discolored paper, etc. All black-outs, additions and changes were present at the time the instrument was filed and recorded.