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RECORD OF DEDICATORY INSTRUMENTS (PURSUANT TO PROPERTY CODE § 202.006)

FOREST AT MILLRIDGE HOMEOWNERS ASSOCIATION INC.

Number of Units 21
Declaration File Code Y842385
Declaration Film Code RP013-01-0414

Items attached to be filed:
____ Management Certificate
____ By - Laws
____ Rules and Regulations
____ Articles of Incorporation
____ Architectural Control Guidelines
____ Other

TOTAL # OF PAGES TO BE FILED: _____

**AFFIDAVIT IN COMPLIANCE WITH SECTION 202.006
OF TITLE 11 OF THE TEXAS PROPERTY CODE**

THE STATE OF TEXAS §
COUNTY OF HARRIS §

BEFORE ME, the undersigned authority, on this day personally appeared John M. Hughes, who, being duly sworn according to law, stated the following under oath:

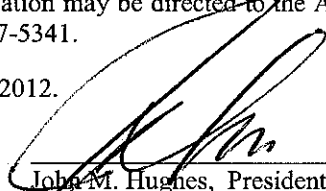
"My name is John M. Hughes. I am fully competent to make this Affidavit. I have personal knowledge of the facts stated herein, and they are all true and correct.

I am President of JDH Association Management, the management team for Forest at Millridge Homeowners Association, Inc., a Texas Non-profit Corporation (the "Association"). I am also a custodian of the records for the Association and I have been authorized by the Association's Board of Directors to sign this Affidavit.

The Association is a "property owners' association" as that term defined in *Title 11 of the Texas Property Code*. The Association's jurisdiction includes, but may not be limited to the tract or parcel of land consisting of that certain real property known as Forest at Millridge a subdivision in Harris County Texas according to the map or plat thereof recorded under County Clerk's File No. X093806 of the Real Property Records of Harris County, Texas.

Attached hereto are the originals of, or true and correct copies of, the following dedicatory instruments, including known amendments or supplements thereto, governing the Association, which instruments have not previously been recorded. The documents attached hereto are subject to being supplemented, amended or changed by the Association. Any questions regarding the dedicatory instruments of the Association may be directed to the Association at 15201 East Freeway, Suite 205, Channelview, Texas 77530 phone number: 281-457-5341.

SIGNED on this the 31st day of January, 2012.



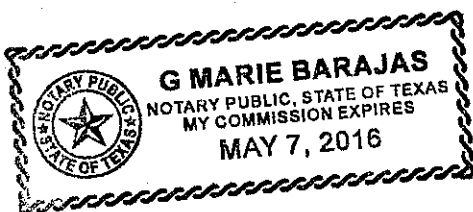
John M. Hughes, President
JDH Association Management

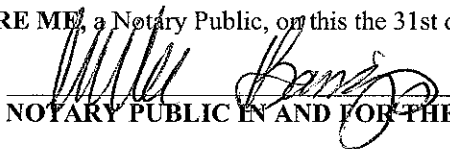
VERIFICATION

THE STATE OF TEXAS
COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day personally appeared John M. Hughes, who, after being duly sworn stated under oath that he has read the above and foregoing Affidavit and that every factual statement contained therein is within his personal knowledge and is true and correct.

SUBSCRIBED AND SWORN TO BEFORE ME, a Notary Public, on this the 31st day of January, 2012.





NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS

**FOREST AT MILLRIDGE HOMEOWNERS ASSOCIATION, INC.
RECORDS RETENTION POLICY**

This Records Retention Policy was approved by the Board of Directors for FOREST AT MILLRIDGE Homeowners Association, Inc., on the 19th day of January, 2012.

The Association shall maintain its records as follows:

RECORD	RETENTION PERIOD
Certificate of Formation/Articles of Incorporation, By Laws, Declaration and all amendments to those documents.	PERMANENT
Association Tax Returns and Tax Audits	SEVEN (7) YEARS
Financial Books and Records	SEVEN (7) YEARS
Account Records of Current Owners	FIVE (5) YEARS
Contracts with a term of more than one year	FOUR (4) YEARS AFTER CONTRACT EXPIRES
Minutes of Member Meetings and Board Meetings	SEVEN (7) YEARS

Records not listed above are not subject to retention. Upon expiration of the retention date, the applicable record will be considered not maintained as a part of the Association books and records.

HOMEOWNERS ASSOCIATION CERTIFICATION

"I, the undersigned, being the President of the FOREST AT MILLRIDGE Homeowners Association, Inc., hereby certify that the foregoing Resolution was adopted by at least a majority of the Association Board of Directors."

By: *[Signature]*, President
 Printed Name: JOE HATCHCOCK

AFTER RECORDING RETURN TO:
 JDH ASSOCIATION MANAGEMENT
 1776 Woodstead Court #103
 The Woodlands, TX 77380

FILED
 2012 SEP 17 PM 2:47
Stan Starnett
 COUNTY CLERK
 HARRIS COUNTY, TEXAS

FOREST AT MILLRIDGE HOMEOWNERS ASSOCIATION, INC.
RECORDS PRODUCTION POLICY

This Records Production Policy was approved by the Board of Directors for FOREST AT MILLRIDGE Homeowners Association, Inc., on the 19th day of January, 2012.

I. Copies of Association records will be available to all Owners upon their proper request and at their own expense. A proper request:

- a. is sent certified mail to the Association's address as reflected in its most recent management certificate;
- b. is from an Owner, or the Owner's agent, attorney, or certified public accountant; and
- c. contains sufficient detail to identify the records being requested.

II. Owners may request to inspect the books and records or may request copies of specific records.

- If the owner makes a request to inspect the books and records, then the Association will respond within 10 business days of the request, providing the dates and times the records will be made available and the location of the records. The Association and the owner shall arrange for a mutually agreeable time to conduct the inspection. The Association shall provide the owner with copies of specific documents upon the owner paying the Association the cost thereof.
- If an owner makes a request for copies of specific records, and the Association can provide the records easily or with no cost, then the Association will provide the records to the owner within 10 business days of the owner's request.
- If the owner makes a request for copies of specific records, the Association shall send a response letter advising on the date that the records will be made available (within 15 business days) and the cost the owner must pay before the records will be provided. Upon paying the cost to provide the records, the Association shall provide the records to the owner.

III. The Association hereby adopts the following schedule of costs:

COPIES	10 cents per page, for regular 8.5" X 11" page 50 cents per page for pages 11" X 17" or greater Actual cost, for specialty paper (color, photograph, map, etc...)
LABOR	\$15.00 per hour for actual time to locate, compile and reproduce the records (can only be charged if request is greater than 50 pages in length)
OVERHEAD	20% of the total labor charge (can only be charged if request is greater than 50 pages in length)

MATERIALS

actual costs of labels, boxes, folders, and other supplies used in producing the records, along with postage for mailing the records

IV. The Association hereby adopts the following form of response to Owners who request to inspect the Association's books and Records:

**FOREST AT MILLRIDGE HOMEOWNERS ASSOCIATION, INC.
RESPONSE TO REQUEST FOR ASSOCIATION RECORDS**

Date

Dear Homeowner:

On (date), the FOREST AT MILLRIDGE Homeowners Association received your request to inspect the books and records of the Association. The books and records of the Association are available for you to inspect on regular business days, between the hours of 9 a.m. and 5 p.m. at the office of JDH Association Management, 1776 Woodstead Court #103, The Woodlands, Texas.

Please contact the Association manager at (281) 457-5341 to arrange for a mutually agreeable time for you to come and inspect the books and records. Please be advised that if you desire copies of specific records during or after the inspection, you must first pay the associated costs before the copies will be provided to you. A schedule of costs is included with this response.

Very Truly Yours,
FOREST AT MILLRIDGE HOMEOWNERS ASSOCIATION, INC.

V. The Association hereby adopts the following form of response to Owners who request copies of specific records:

**FOREST AT MILLRIDGE HOMEOWNERS ASSOCIATION, INC.
RESPONSE TO REQUEST FOR ASSOCIATION RECORDS**

Date

Dear Homeowner:

On (date), the FOREST AT MILLRIDGE Homeowners Association received your request for copies of specific Association records. We are unable to provide you with the requested records within 10 business days of your request. However, the requested records will be available to you no later than 15 business days after the date of this response.

In order to obtain the records, you must first pay the Association the cost of providing the records to you. The estimated cost to obtain the records you requested is \$_____. Upon receiving payment, the Association will mail the requested documents to you. You may also make payment and pick up the documents in person at the office of JDH Association Management, 1776 Woodstead Court #103, The Woodlands, Texas

Very Truly Yours,
FOREST AT MILLRIDGE HOMEOWNERS ASSOCIATION, INC.

FOREST AT MILLRIDGE HOMEOWNERS ASSOCIATION, INC.
PAYMENT PLAN POLICY

This payment plan was approved by the Board of Directors for Forest at Millridge Homeowners Association, Inc., on the 19th day of January, 2012.

- 1) Owners are entitled to one approved payment plan to pay their annual assessments.
- 2) All payment plans require a down payment and monthly payments.
- 3) Upon request, all owners are automatically approved for a payment plan consisting of 100% down with the balance paid off in 9 monthly installments.
- 4) If an owner defaults on the payment plan, the payment plan is automatically terminated and the Association is not obligated to make another payment plan with the owner for the next two years.
- 5) Alternative payment plan proposals must be submitted to and approved by the Association. The Association is not obligated to approve alternative payment plan proposals. No proposed payment plan may be shorter than 3 months or longer than 18 months.
- 6) The Association can not charge late fees during the course of a payment plan, but can charge interest at the rate it is entitled to under its Governing Documents and can charge reasonable costs of administering the payment plan. The term of a payment plan cannot be less than three months or more than 18 months.

HOMEOWNERS ASSOCIATION CERTIFICATION

"I, the undersigned, being the President of the FOREST AT MILLRIDGE Homeowners Association, Inc., hereby certify that the foregoing Resolution was adopted by at least a majority of the Association Board of Directors."

By: [Signature], President

Print Name: H. JOE HITCHCOCK

ANY PROVISION HEREIN WHICH RESTRICTS THE SALE, RENTAL, 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 File Number Sequence on the date and at the time stamped hereon by me; and was duly RECORDED, in the Official Public Records of Real Property of Harris County, Texas

SEP 17 2012



[Signature]
COUNTY CLERK
HARRIS COUNTY, TEXAS

AFTER RECORDING RETURN TO:

JDH ASSOCIATION MANAGEMENT
1776 Woodstead Court #103
The Woodlands, TX 77380