### PROPERTY OWNERS' ASSOCIATION MANAGEMENT CERTIFICATE

for

#### INDIAN SHORES PROPERTY OWNERS ASSOCIATION

STATE OF TEXAS §

COUNTY OF HARRIS §

WHEREAS section 209.004 of the Texas Property Code (the "Code") requires that a property owners' association file a management certificate in the real property records of the county in which the property is located, and

WHEREAS Indian Shores Property Owners Association, a non-profit corporation (the "Association"), is a property owners' association as defined in section 209.003 of the Code and has property located in Harris County, Texas,

NOW THEREFORE, the undersigned, being the Managing Agent for the Association, submits the following information pursuant to Section 209.004 of the Code which supersedes any prior Management Certificate filed by the Association.

#### 1. Name of the subdivision.

The name of the subdivisions collectively known as Indian Shores are as follows:

Subdivision Name
Indian Shores section 1
Indian Shores section 2
Indian Shores section 3
Indian Shores section 4
Indian Shores section 5
Indian Shores section 6
Indian Shores section 7
Indian Shores section 8
Indian Shores section 5A
Indian Shores Rustic Acres section 1
Indian Shores Rustic Acres section 2
Boat ramp usage only

#### 2. Name of the association.

Indian Shores Property Owners Association

### 3. Recording data for the subdivision.

The recording data in the Plat Records of Harris County, Texas are as follows:

Plat Name	Filing Date	Clerk File Number
Indian Shores Sect 1	08/13/1964	B939014
Indian Shores Sect 2	02/11/1965	C036917
Indian Shores Sect 3	08/17/1965	C143700
Indian Shores Sect 4	08/11/1966	C354679
Indian Shores Sect 5	04/14/1967	C482940

Indian Shores Sect 6	11/04/1969	D011046
Indian Shores Sect 7	11/04/1969	D011081
Indian Shores Sect 8	01/04/1972	D493120
Indian Shores Sect 5A	06/16/1967	C518291

#### 4. Recording data for the declaration and any amendments to the declaration.

The recording data in the Real Property Records of Harris County, Texas are as follows:

Document Name	Filing Date	Clerk File Number
Indian shores Property Owners Assn. Deed Restrictions and	01/27/1998	S831887
Guidelines		
ISPOA Guidelines for Exterior Man Made Materials of	10/08/2001	V347470
Constructions		
Deed Restrictions Section One	08/07/1964	B935068
Deed Restrictions Section Two	02/18/1965	C040604
Deed Restrictions Section Three	08/26/1965	C148878
Deed Restrictions Section Four	08/30/1966	C365689
Deed Restrictions Section Five	04/19/1967	C485749
Deed Restrictions Section Five A	06/28/1967	C524993
Deed Restrictions Section Six	11/16/1969	D014451
Deed Restrictions Section Seven	11/18/1969	D014450
Deed Restrictions Section Eight	01/31/1972	D511291
Amended Restrictions	08/16/1971	D393043
Amended Restrictions	08/16/1971	D393042
Indian Shores Property Owners' Association, Inc. Resolution	05/14/2020	RP-2020-203373
Establishing Mandatory Community Service Fees		

#### 5. Name and mailing address for the association.

Indian Shores Property Owners Association c/o C.I.A. Services, Inc.
18333 Timber Forest Drive
Humble, TX 77346

# 6. Name, mailing address, telephone number and email address of the person managing the association or its designated representative.

C.I.A. Services, Inc. 18333 Timber Forest Drive Humble, TX 77346

Telephone: 713-981-9000

Email: CustomerCare@ciaservices.com

## 7. Website address of any internet website on which the association's dedicatory instruments are available.

www.ciaservices.com

## 8. Amount and description of a fee or fees charged by the association relating to a property transfer in the subdivision.

The following fees may be charged relating to a property transfer. Those marked as optional are only required if the document or service is requested by the buyer, seller or their agents, the lender, title company or other associated with the property transfer.

Fee	Amount	Description
Transfer Fee	\$250	Collected at closing if the property actually transfers
Transfer Fee - Refinance	\$100	Collected at closing if the property loan is refinanced
Assessment Quote	\$104	Verification of fees due to Association
Quote Update	\$35	Optional: update to assessment quote within 30 days
Resale Certificate	\$375	Optional: package in compliance with Code
Resale Certificate Update	\$75	Optional: update to resale certificate within 180 days
Compliance Inspection	\$120	Optional: onsite inspection for resale certificate, if required
Compliance Reinspection	\$120	Optional: reinspection for initial non-compliance, if needed
Lender Questionnaire	\$275	Optional: document requested by some lenders for loan
Standard Response Time	\$0	No later than 10 business days - additional cost for assessment
		quotes/updates, resale certificates/updates, compliance
		inspections/re-inspections & lender questionnaires
Rush Request	\$100	Optional: within 5 business days – additional cost for
		assessment quotes/updates, resale certificates/updates,
		compliance inspections/re-inspections & lender questionnaires
Expedited	\$200	Optional: within 2 business days – additional cost for
		assessment quotes/updates, resale certificates/updates,
		compliance inspections/re-inspections & lender questionnaires

#### 9. Other information the association considers appropriate.

New owners are encouraged to provide email addresses and/or cell phone numbers to Association representative in #6 above in order to receive emails and/or text messages with Association news, alerts and meeting announcements. Communication preferences may be updated at any time.

Prospective purchasers are advised to independently examine all dedicatory instruments and governing documents for the association, as well as performing a physical inspection of the property and common areas, prior to purchase. This Management Certificate does not purport to identify every publicly recorded document affecting the subdivision/association. No person should rely on this Management Certificate for anything other than for identifying and contacting the Association.

EXECUTED on this 19th day of December, 2023.

**Indian Shores Property Owners Association** 

By: C.I.A. Services, Inc., Managing Agent

Jessica M. Soto, Community Manager

STATE OF TEXAS

Notary Public in and for the State of

After recording, please return to:

C.I.A. Services, Inc. PO Box 63178 465 Bear Springs Road Pipe Creek, TX 78063-3178 RHONDA V DUFFIELD 8708262 NOTARY PUBLIC, STATE OF TEXAS MY COMMISSION EXPIRES OCTOBER 24, 2026 RP-2023-479957
# Pages 5
12/21/2023 09:17 AM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$30.00

RECORDERS MEMORANDUM
This instrument was received and recorded electronically
and any blackouts, additions or changes were present
at the time the instrument was filed and recorded.

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.

OF HARRY COUNTY, IT

Linishin Hudgelth COUNTY CLERK HARRIS COUNTY, TEXAS