



Charleston Heights MANAGEMENT CERTIFICATE

This Property Owners' Association Management Certificate is being recorded by **Charleston Heights** (the "Association") in compliance with the terms of Chapter 209 of the Texas Property Code and supersedes any prior management certificate filed by the Association. The Association submits the following additional information:

Name of the Subdivision: Charleston Heights

Name of the Association: Charleston Heights

Recording Data for Association:

The Subdivision is recorded according to the Map and Plat Records in Fort Bend County, Texas, as follows;

- (a) Charleston Heights plat map record: File no. 2021044928

Recording Data for Restrictions:

The Declarations for the Association are recorded in the Real Property Records of Fort Bend County, Texas, as follows:

- (a) The Declaration of Covenants, Conditions and Restrictions: File No: 2021140607
- (b) First amendment to declaration of covenants, conditions and restrictions: File No. 2021167990

Name and Mailing Address of the Association

Charleston Heights
c/o Houston Community Management
17049 El Camino Real #100
Houston, Texas 77058

Name, Mailing Address, Telephone Number, and E-mail Address of Person Managing the Association or its Designated Representative

Houston Community Management
17049 El Camino Real #100
Houston, Texas 77058
832-864-1200
customerservice@houcomm.com

Website Address of the Association

www.townsq.io

Property Transfer Fee(s) Charged by the Association:

New account setup fee establishing new owner's account in the association's records: \$45
New account setup fee establishing new owner's account in the association's records: \$45
New account setup fee establishing new owner's account in the association's records: \$45
New account setup fee establishing new owner's account in the association's records: \$45

Resale Certificate: \$375

Resale Certificate Update: \$75

Legacy Account Closure Fee: \$220

Refinance Statement of Account: \$75

Expedite Fee for Resale Certificate prior to 10 business day delivery obligation: \$175 for 1 day expedite
\$125 for 3 day expedite

Executed on this the 12 day of July

Charleston Heights, acting by and through its managing agent,
Houston Community Management Services

Tracy Downs

Tracy Downs, Vice President

STATE OF TEXAS §
COUNTY OF Fort Bend §

This instrument was acknowledged before me on the 12 day of July, 2022 by Tracy Downs, Vice President with Houston Community Management, the managing agent for Charleston Heights, a Texas nonprofit corporation, on behalf of such corporation.



J Richardson

Jessica Richardson
Notary Public, State of Texas

When recorded return to:

Houston Community Management
17049 El Camino Real #100
Houston, TX. 77058