

#### MANAGEMENT CERTIFICATE

#### **FOR**

### RIVERSIDE VILLAGE HOMEOWNERS ASSOCIATION, INC

STATE OF TEXAS

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KNOW ALL MEN BY THESE PRESENTS:

COUNTY OF DALLAS

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The undersigned, being the Managing Agent of Riverside Village Homeowners Association, Inc., and in accordance with section 209.004 of the Texas Property Code, which supersedes any Management Certificates previously filed by the Association:

- 1. The name of the subdivision is: Riverside Village Homeowners Association, Inc.,
- 2. The name of the Association: Riverside Village Homeowners Association, Inc.,
- 3. The recording date for the subdivisions is: August 30, 2021
- 4. The name, mailing address, telephone number, and email address of the manager of the Association:

Riverside Village Homeowners Association, Inc.,.

c/o Proper HOA Management, LLC

Mailing Address: 1202 Richardson Drive, Suite 200, Richardson TX, 75080

Phone Number: 214-378-1112

Email Address: customercare@properhoamanage.com

5. The name and contact information for the Managing Agent of the Association:

Proper HOA Management, LLC

Prane Kerley

1202 Richardson Drive, Suite 200

Richardson, TX 75080

Phone: 214-378-1112

Email Address: certificate@properhoamanage.com

- 6. Website for Dedicatory Instruments: <a href="www.properhoamanage.com">www.properhoamanage.com</a>, select "Homeowner Login" on the top right, and enter your account credentials.
- 7. The amount and description of a fee or fees charged by the Association relating to a property transfer in the condominium:

Resale Certificate:

\$375

Transfer Fee:

\$295

First Right of Refusal:

\$100

Optional Inspection Fee:

\$150



For all resale and questionnaire information, please go to <a href="https://www.finitefiles.com/">https://www.finitefiles.com/</a>

## [ACKNOWLEDGEMENT FOLLOWS]

### **ACKNOWLEDGEMENT**

The foregoing is a true and correct copy of the Management Certificate for the association identified below. It shall be valid until a later Management Certificate is filed by the Association or until termination of this Management Certificate is filed of record, whichever is sooner.

Signed By: Prane Kerley

On Behalf of Proper HOA Management, Managing Agent for Riverside Village Homeowners Association, Inc.

Signed on 1/26/2024

After recording, please return to:

Proper HOA Management 1202 Richardson Drive, Suite 200 Richardson, TX 75080 ATTN: Prane Kerley



## STATE OF TEXAS

# **COUNTY OF DALLAS**

The foregoing instrument was acknowledged before me this 1st day of July 2024, by

Prane Kerley, President of Proper HOA Management, LLC.

Notary Public Signature

Print or Stamp Commissioned Name of Notary

