



CONDOMINIUM MANAGEMENT CERTIFICATE
TELFAIR OFFICE PARK CONDOMINIUM ASSOCIATION, INC.

STATE OF TEXAS §
 §
COUNTY OF FORT BEND §

WHEREAS section 82.116 of the Texas Property Code (the "Code") requires that a condominium association file a management certificate in the real property records of the county in which the property is located, and

WHEREAS Telfair Office Park Condominium Association, Inc., a non-profit corporation (the "Association"), is a condominium as defined in section 82.003(a)(8) of the Code and has property located in Fort Bend 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 condominium.**
Telfair Office Park Condominium
- 2. Name of the association.**
Telfair Office Park Condominium Association, Inc.
- 3. Location of the condominium.**
800 Bonaventure Way, Sugar Land, Texas 77478
- 4. Recording data for the declaration.**

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

Document Name	Filing Date	Clerk File Number
Declaration of Condominium for Telfair Office Park Condominiums	08/17/2018	2018093203
Supplemental Amendment to the Declaration of Condominium for Telfair Office Park Condominiums	10/18/2018	2018118019

- 5. Name and mailing address for the association.**
Telfair Office Park Condominium Association, Inc.
c/o C.I.A. Services, Inc.
18333 Timber Forest Drive
Humble, TX 77346
- 6. Name, mailing address, telephone number, and e-mail address of any management company.**
C.I.A. Services, Inc.
465 Bear Springs Road
Pipe Creek, TX 78063

Telephone: 210-490-0000
Email: CustomerCare@ciaservices.com

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

www.ciaservices.com select community Telfair Office Park Condominiums

8. Amount and description of a fee or fees charged to a unit seller or buyer related to a transfer of a property interest in a unit of the condominium.

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
Assessment Quote Update	\$35	Optional: update to assessment quote within 30 days
Resale Certificate	\$375	Resale 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/reinspection's & lender questionnaires
Rush Request	\$100	Optional: within 5 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/reinspection's & lender questionnaires
Expedited	\$200	Optional: within 2 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/reinspection's & lender questionnaires
Capitalization Fee	\$3200*	On each transfer of the title the new owner is required to pay a Capitalization Fee to the Association in the amount equal to sixty percent (60%) of the current annual assessment. *The amount of the Capitalization Fee is set each year and the amount shown herein represents the fee for 2024.

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 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 5th day of September, 2025.

Telfair Office Park Condominium Association, Inc.

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

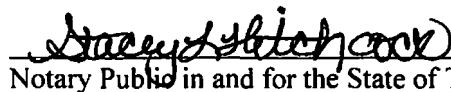

Jennifer Gonzalez, Community Manager

STATE OF TEXAS

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COUNTY OF HARRIS

BEFORE ME, the undersigned notary public, on this 5th day of September, 2025 personally appeared Jennifer Gonzalez, Community Manager for C.I.A. Services, Inc., Managing Agent for Telfair Office Park Condominium Association, Inc., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purpose and in the capacity therein expressed.


Notary Public in and for the State of Texas

After recording, please return to:

C.I.A. Services, Inc.
PO Box 63178
465 Bear Springs Road
Pipe Creek, TX 78063-3178

