

PROPERTY OWNERS' ASSOCIATION MANAGEMENT CERTIFICATE

for

BELLEAU WOOD CIVIC CLUB

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 Belleau Wood Civic Club, 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 Belleau Wood Civic Club are as follows:

| Subdivision Name |
|------------------------|
| Belleau Wood section 1 |
| Belleau Wood section 2 |
| Belleau Wood section 3 |

2. Name of the association.

Belleau Wood Civic Club

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 |
|---------------------|-------------|-------------------|
| Belleau Wood Replat | 09/01/1966 | C367736 |
| Belleau Wood Sect 2 | 08/30/1968 | C769530 |
| Belleau Wood Sect 3 | 12/29/1969 | D037411 |

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 |
|-------------------------------------------------------------------------------------------------------------------------|-------------|-------------------|
| Declarations, Reservations, Protective Covenants, Limitations, Conditions and Restrictions for Belleau Wood | 05/17/1966 | C303773 |
| Declarations, Reservations, Protective Covenants, Limitations, Conditions and Restrictions for Belleau Wood Section II | 09/06/1968 | C772654 |
| Declarations, Reservations, Protective Covenants, Limitations, Conditions and Restrictions for Belleau Wood Section III | 01/12/1970 | D043953 |

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5. Name and mailing address for the association.

Belleau Wood Civic Club
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 | \$325 | Collected at closing if the property actually transfers |
| Transfer Fee - Refinance | \$100 | Collected at closing if the property loan is refinanced |
| Assessment Quote | \$120 | 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 |

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9. Other information the association considers appropriate.

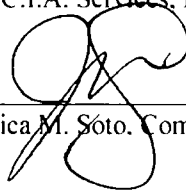
- New owners are encouraged to provide email addresses and/or cell phone numbers to Association representative in #6 above in order to receive emails and/or text messages with Association news, alerts and meeting announcements. Communication preferences may be updated at any time.

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 28th day of April, 2026.

Belleau Wood Civic Club

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



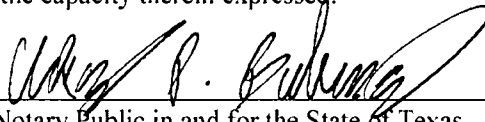
Jessica M. Soto, Community Manager

STATE OF TEXAS

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COUNTY OF HARRIS

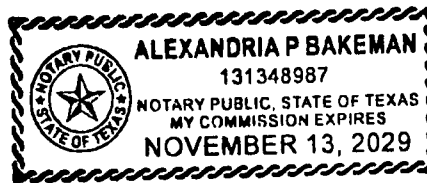
BEFORE ME, the undersigned notary public, on this 28th day of April, 2026 personally appeared Jessica M. Soto, Community Manager for C.I.A. Services, Inc., Managing Agent for Belleau Wood Civic Club, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to 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



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Pages 4
04/29/2026 08:50 AM
e-Filed & e-Recorded in the
Official Public Records of
HARRIS COUNTY
TENESHIA HUDSPETH
COUNTY CLERK
Fees \$33.00

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.



Teneshia Hudspeth
COUNTY CLERK
HARRIS COUNTY, TEXAS

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