

Southern Pointe HOA

**HOA Information Request – Builder to Homeowner
(Also Builder to Builder)**

Attn: Kelsey Poston sphoa@aggielandhouses.com

Information Request to: Title Company: _____

Name of person requesting information: _____ Email: _____

Address: _____

Phone: _____ Fax: _____

Please fill out all blanks and email to the address above for processing:

Property Address: _____

Closing Date: _____ GF# _____ Legal Description: _____

Seller (Current Owner): _____

Homeowner (New Buyer): _____

Homeowner (New Buyer) Phone: _____ Homeowner (New Buyer) email: _____

This section to filled out by HOA management office:

Annual dues are from January 1st to December 31st. Builder dues are \$300 and homeowner dues are \$600 per year.

Are dues current: Yes No Does the title company collect the dues: Yes No

\$_____ Seller (Builder) Annual Dues \$_____ Next Year’s Dues

\$_____ Buyer (Homeowner) Annual Dues \$_____ Cost of Collection/Finance Charges

\$_____ Transfer Fee \$_____ Other (_____)

\$_____ HOA Bulk Fiber and Trash Utilities*

Total amount to collect: \$_____ ** ***Association dues and utilities are prorated based on the closing date provided above.***

Make check payable to: Southern Pointe HOA

\$_____ Administration Fee \$_____ Updated Form Fee*** \$_____ Other (_____)

Total amount to collect: \$_____ *Make check payable to: Aggieland Houses*

Mail to: 4121 SH-6 South, Ste. 210, College Station, TX 77845

Date processed and returned: _____ By: _____

Date updated and returned: _____ By: _____

This document shall become void after 45 days and will not be valid or acceptable for closing if it is not dated within this 45-day period. An updated form must be requested for any forms that have become outdated.

* Fiber services are mandatory and cannot be opted out of. In the event that trash service is not utilized, credits will be applied to the account post-closing, but no sooner than three months and no later than six months thereafter.

** The management company shall not make any adjustments to closing costs after the closing has occurred, regardless of whether the closing took place on the date indicated on this document.

***A fee of \$75 will be assessed each time an information sheet is updated.