

*Midtown Reserve Homeowners Association, Inc.*

**HOA Information Request – Developer to Builder**

**Attn:** Kelsey Poston [midtownhoa@aggielandhouses.com](mailto:midtownhoa@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 (Developer): \_\_\_\_\_

Builder (New Buyer): \_\_\_\_\_

Builder (New Buyer) Phone: \_\_\_\_\_ Builder (New Buyer) email: \_\_\_\_\_

Builder (New Buyer) Contact Person: \_\_\_\_\_

Builder (New Buyer) Billing Address: \_\_\_\_\_

**This section to filled out by HOA management office:**

Annual dues are from January 1<sup>st</sup> to December 31<sup>st</sup>. Builder dues are \$250 per year.

**Are dues current:** N/A (Developer exempt)      **Does the title company collect the dues:**      Yes      No

\$\_\_\_\_\_ Builder Annual Dues    \$\_\_\_\_\_ Next Year's Dues    \$\_\_\_\_\_ Other (\_\_\_\_\_)

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

*Make check payable to Midtown Reserve Homeowners Association, Inc.*

\$\_\_\_\_\_ ACC Inspection      \$\_\_\_\_\_ Construction Oversight      \$\_\_\_\_\_ Administrative

\$\_\_\_\_\_ 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 An updated form must be requested for any forms that have become outdated.***

\* 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.