

*Yaupon Trails HOA*

**HOA Information Request – Homeowner to Homeowner**

**Attn:** Kelsey Poston [yaupontrails@aggielandhouses.com](mailto:yaupontrails@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 1<sup>st</sup> to December 31<sup>st</sup>. Dues are \$600 per year.

Are dues current?      YES      NO                      Does the title company collect dues?      YES      NO

\$ \_\_\_\_\_ Seller Annual Dues                      \$ \_\_\_\_\_ Next Year's Dues  
\$ \_\_\_\_\_ Buyer Annual Dues                      \$ \_\_\_\_\_ Cost of Collection/Finance Charges  
\$ \_\_\_\_\_ 10-year Special Project Fund                      \$ \_\_\_\_\_ Other ( \_\_\_\_\_ )  
\$ \_\_\_\_\_ Working Capital Assessment

Total amount to collect: \$ \_\_\_\_\_ \* ***Association dues are prorated based on the closing date provided above.***  
*Make check payable to: Yaupon Trails 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 processed 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 An updated form must be requested for any forms that have become outdated.***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.