

**Guidelines:**

All guidelines are attached to and filed with this Certificate  
Solar Panels, Flag Poles, Roof Shingles, Rain Barrels and Religious Symbol displays

Resolutions/Policies/Guidelines: All policies are filed with the county under Document Number 20140014146-27, Volume 16530, Page 2373.

Collection Policy

Violation Policy

Record Retention Policy

Records Inspection Policy

Payment Plan Policy

Email Registration Policy

Membership Voting Policy

Guidelines for Drought Resistant Landscaping and Natural Turf

Conflict of Interest Policy

Guidelines for Flag Display

Religious Items Display Guidelines

Solar Energy Device Guidelines

Roofing Material Guidelines

Rainwater Collection Guidelines

Application of Payments Policy

The following Resolution dated 4/21/2016 is filed with the county under Document Number 20160084719:

Violation Enforcement Resolution

Retreat at Ingram Hills (San Antonio) Homeowners Association, Inc. Billing Policy and Payment Plan Guidelines are filed under Document No. 20180066652.

Retreat at Ingram Hills (San Antonio) Homeowners Association, Inc. Policy of the Board of Directors is filed under Document No. 20200143101.

7. Mailing Address and Contact Information for the Association and the Managing Agent:

Spectrum Association Management  
17319 San Pedro Ave, #318  
San Antonio, TX 78232  
contact@spectrumam.com  
210-494-0659  
[www.spectrumam.com/homeowners](http://www.spectrumam.com/homeowners)

8. Fee(s) related to Property Transfer:

- Administrative Transfer Fee - \$200.00
- Resale Package = \$375.00
  - Rush for Resale Package:
    - 1 business day = \$120.00 / 3 business days = \$95.00
  - Add a Rush to an existing order = \$75.00 + Cost of a Rush
  - Update for Resale Package:
    - 1-14 days = \$15.00 / 15-180 days = \$50.00

- Statement of Account only = \$120.00
  - Rush for Statement of Account only:
    - 1 business day = \$110.00 / 3 business day = \$85.00
  - Update for Statement of Account only:
    - 1-30 days - No Cost / 31-45 days = \$50.00 / 46-90 days = \$50.00
- Capitalization Fee = 0.30% of sale amount (0.15% of sale amount from Seller + 0.15% of sale amount from Buyer)

**Prospective purchasers are advised to independently examine the Declaration, Bylaws, and all other governing documents of the Association, together with obtaining an official Resale Certificate, and performing a comprehensive physical inspection of the lot/home and common areas prior to purchase.**

THE PURPOSE OF THIS CERTIFICATE IS TO PROVIDE INFORMATION SUFFICIENT FOR A TITLE COMPANY TO CORRECTLY IDENTIFY THE SUBDIVISION AND TO CONTACT ITS GOVERNING ASSOCIATION. THIS CERTIFICATE DOES NOT PURPORT TO IDENTIFY EVERY PUBLICLY RECORDED DOCUMENT AFFECTING THE SUBDIVISION, OR TO REPORT EVERY PIECE OF INFORMATION PERTINENT TO THE SUBDIVISION. NO PERSON SHOULD RELY ON THIS CERTIFICATE FOR ANYTHING OTHER THAN INSTRUCTIONS FOR CONTACTING THE ASSOCIATION IN CONNECTION WITH THE TRANSFER OF TITLE TO A HOME IN THE SUBDIVISION. THE REGISTERED AGENT FOR THE ASSOCIATION IS ON FILE WITH THE TEXAS SECRETARY OF STATE.

Signed this 29<sup>th</sup> day of October, 2021.

Retreat at Ingram Hills (San Antonio) Homeowners' Association, Inc.

By: Shelby Welch  
Shelby Welch (of Spectrum Association Management), Managing Agent

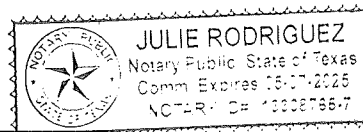
State of Texas §

County of Bexar §

This instrument was acknowledged and signed before me on 29  
October, 2021 by Shelby Welch, representative of Spectrum Association

Management, the Managing Agent of Retreat at Ingram Hills (San Antonio) Homeowners' Association,  
Inc., on behalf of said association.

[Signature]  
Notary Public, State of Texas



**After Recording, Return To:**  
**Spectrum Association Management**  
**Attn: Transitions**  
**17319 San Pedro Ave., Ste. #318**  
**San Antonio, TX 78232**

**File Information**

**eFILED IN THE OFFICIAL PUBLIC eRECORDS OF BEXAR COUNTY  
LUCY ADAME-CLARK, BEXAR COUNTY CLERK**

**Document Number:** 20210309382  
**Recorded Date:** November 04, 2021  
**Recorded Time:** 11:55 AM  
**Total Pages:** 4  
**Total Fees:** \$34.00

**\*\* THIS PAGE IS PART OF THE DOCUMENT \*\***

**\*\* Do Not Remove \*\***

Any provision herein which restricts the sale or use of the described real property because of race is invalid and unenforceable under Federal law

STATE OF TEXAS, COUNTY OF BEXAR

I hereby Certify that this instrument was eFILED in File Number Sequence on this date and at the time stamped hereon by me and was duly eRECORDED in the Official Public Record of Bexar County, Texas on: 11/4/2021 11:55 AM



*Lucy Adame-Clark*  
Lucy Adame-Clark  
Bexar County Clerk