

**MANAGEMENT CERTIFICATE FOR**  
**SUNSET RIDGE HOMEOWNERS ASSOCIATION, INC.**

THE STATE OF TEXAS       §  
COUNTY OF HARRIS       §

The undersigned, being the Community Manager for **Sunset Ridge Homeowners Association, Inc.** (hereinafter the "Association"), a non-profit corporation organized and existing under the laws of the State of Texas, submits the following information pursuant to Section 209.004 of the Texas Property Code, which supersedes any prior Management Certificate filed by the Association.

**1.     Name of Subdivision(s):**

The names of the Subdivision(s) are: **Sunset Ridge, Section One (1); Sunset Ridge, Section Two (2); Sunset Ridge, Section Three (3); and Sunset Ridge, Section Four (4)**

**2.     Name of Association:**

The name of the Association is **Sunset Ridge Homeowners Association, Inc.**

**3.     Recording Data for the Subdivision(s):**

The recording data for the subdivision plats are as follows:

Sunset Ridge, Section One (1): Harris County Clerk's File No. X268596;

Sunset Ridge, Section Two (2): Harris County Clerk's File No. Y612515;

Sunset Ridge, Section Three (3): Harris County Clerk's File No. 20070377461;

Sunset Ridge, Section Four (4): Harris County Clerk's File No. 20080177606;

**4.     Recording Data for the Declaration(s):**

The recording data for the declarations is as follows:

Declaration of Covenants, Conditions and Restrictions for Sunset Ridge was filed of record under Harris County Clerk's File No. X190060 in the Official Public Records of Real Property of Harris County, Texas;

First Amendment to Declaration of Covenants, Conditions and Restrictions for Sunset Ridge was filed of record under Harris County Clerk's File No. 20090099753 in the Official Public Records of Real Property of Harris County, Texas;

**5.     Association Information:**

The contact information and website for the association is as follows:

Sunset Ridge Homeowners Association, Inc.

c/o Chaparral Management Company

6630 Cypresswood Drive, Suite 100

Spring, Texas 77379

Website: <https://portal.chaparralmanagement.com/?c=0075>

Phone Number: (281)537-0957

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6. **Designated Representative Information:**

The contact information for the person or entity managing the association is as follows:

Vicky Zaccaria  
Chaparral Management Company  
6630 Cypresswood Drive, Suite 100  
Spring, Texas 77379  
Phone Number: (281)537-0957  
Email: vzaccaria@chaparralmanagement.com

7. **Fees Related to Property Transfer:**

See attached Fee Schedule

Executed this the 20<sup>th</sup> day of March, 2023

Sunset Ridge Homeowners Association, Inc.

By

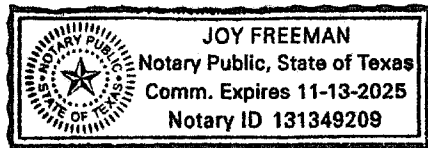
  
Vicky Zaccaria, Community Manager

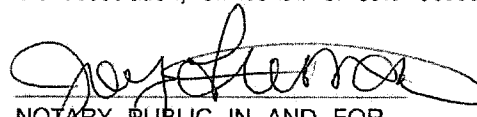
THE STATE OF TEXAS

§  
§  
§

COUNTY OF HARRIS

This instrument was acknowledged before me on this the 20 day of March, 2023 by Vicky Zaccaria, Community Manager for Sunset Ridge Homeowners Association, Inc., a Texas property owners association, on behalf of said association.



  
NOTARY PUBLIC IN AND FOR  
THE STATE OF TEXAS

Disclaimer: Please note, this certificate only contains information as required under Tex. Prop. Code §209.004, and may not contain all of the recorded dedicatory instruments for the Association.

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**TRID Loan Estimate Fee Schedule**  
**for**  
**Sunset Ridge**

The following information is provided by Chaparral Management Company LLC to assist you in completing the Loan Estimate. This form lists all available products for the Association and should not be considered a recommendation of what to obtain for your real estate/financing transaction. Identify the items you will order and enter the corresponding fees on the Loan Estimate.

<b>Required Payments</b>	<b>Fee</b>	<b>When Paid</b>
Administration Fee	\$275.00	At Close
Administration Fee-Refinance	\$195.00	At Close
Legal Fee-Preparation	\$50.00	Up Front
Regular Assessment Amount	See Comments	
Working Capital Contribution	\$250.00	At Close
<b>Compliance Packages</b>	<b>Fee</b>	<b>When Paid</b>
<b>Resale Cert/Statement of Account Package PLUS the REQUIRED Inspection (\$375 TREC + \$168 Inspection)</b> This bundle includes a Resale Certificate/Statement of Account, REQUIRED Compliance Inspection and association documents necessary for closing. A Compliance Inspection will establish whether the home is currently violating any of the Association deed restrictions. Inspection is performed and evaluates violations. The Compliance Inspection is required for this community. <b>Products included, if they pertain to the Association:</b> Litigation Architectural Guidelines Compliance Inspection Bylaws CCRs Budget Articles of Incorporation Reserve Report Resolutions Policies Current Unaudited Financial Documents Insurance Dec Page Rules and Regulations Special Assessments Resale Certificate/Statement of Account	\$543.00	Up Front
<b>Bundle &amp; Save</b>	<b>Fee</b>	<b>When Paid</b>

<b>1. Premier Lender Questionnaire Bundle (Best Value!)</b> EVERYTHING your underwriter needs to quickly underwrite the subject property. <b>Products included, if they pertain to the Association:</b> Litigation Bylaws CCRs Budget Articles of Incorporation Current Unaudited Financial Documents Insurance Dec Page Lender Questionnaire Rules and Regulations Special Assessments	\$368.00	Up Front
<b>2. Standard Lender Questionnaire Bundle</b> Minimum documentation for underwriting the subject property. For most comprehensive package, please see Premier Lender Bundle above. <b>Products included, if they pertain to the Association:</b> Budget Insurance Dec Page Lender Questionnaire	\$318.00	Up Front

Individual Disclosure Forms and Association Documents	Fee	When Paid
Architectural Guidelines	\$20.00	Up Front
Articles of Incorporation	\$25.00	Up Front
Budget	\$35.00	Up Front
Bylaws	\$35.00	Up Front
CC&Rs	\$55.00	Up Front
Current Unaudited Financial Documents	\$35.00	Up Front
Insurance Dec Page	\$25.00	Up Front
Lender Questionnaire	\$268.00	Up Front
Litigation	No Cost	No Cost
Refinance Statement of Account	\$150.00	Up Front
Resolutions & Policies	\$15.00	Up Front
Reverse Mortgage Quote	\$25.00	Up Front
Additional Fees (Optional)	Fee	When Paid
CD Delivery Fee	\$30.00	Up Front
Compliance Inspection Update from 1 to 14 days	No Cost	No Cost
Compliance Inspection Update from 15 to 30 days	\$25.00	Up Front
Credit Card Convenience Fee (for credit card payments only)	\$9.95	Up Front
Custom Questionnaire Fee (*Add this fee to Questionnaire Fee)	\$75.00	Up Front
Custom Questionnaire Rush Fee (*Add this fee to Questionnaire Rush Fees)	\$35.00	Up Front
Lender Questionnaire 1 business days Rush Fee	\$360.00	Up Front

Lender Questionnaire 3 business days Rush Fee	\$260.00	Up Front
Lender Questionnaire 5 business days Rush Fee	\$160.00	Up Front
Lender Questionnaire 7 business days Rush Fee	\$110.00	Up Front
Lender Questionnaire Update from 1 to 14 days	\$25.00	Up Front
Multi-Product Order 3 business days Rush Fee	\$260.00	Up Front
Multi-Product Order 5 business days Rush Fee	\$160.00	Up Front
Multi-Product Order 7 business days Rush Fee	\$110.00	Up Front
Refinance Statement of Account Update from 1 to 14 days	No Cost	No Cost
Refinance Statement of Account Update from 15 to 30 days	\$25.00	At Close
Resale Certificate/Statement of Account 1 business days Rush Fee	\$360.00	Up Front
Resale Certificate/Statement of Account 3 business days Rush Fee	\$260.00	Up Front
Resale Certificate/Statement of Account 5 business days Rush Fee	\$160.00	Up Front
Resale Certificate/Statement of Account 7 business days Rush Fee	\$110.00	Up Front
Resale Certificate/Statement of Account Update from 1 to 14 days	No Cost	No Cost
Resale Certificate/Statement of Account Update from 15 to 30 days	\$25.00	At Close
Rush Existing Order (*Add this fee to Rush Fees)	\$35.00	
Texas TREC Form 1 business days Rush Fee	\$300.00	Up Front
Texas TREC Form 3 business days Rush Fee	\$200.00	Up Front
Texas TREC Form 5 business days Rush Fee	\$100.00	Up Front
Texas TREC Form Update from 1 to 180 days	\$75.00	Up Front
Three Day Shipping Fee	\$45.00	Up Front
<b>TRID</b>	<b>Fee</b>	<b>When Paid</b>
TRID-List of Fees and Charges (NOT TO BE USED FOR CLOSING)	No Cost	No Cost

**Loan Estimate Disclaimer:** Fees vary by association and individual units and cannot be finalized until the closing of a transaction. Fees including, but not limited to, Regular Assessment Amount, Special Assessments, Transfer Fees, Capital Contributions, Move In Fees, Collection Fees, etc. may be assessed to each property and will be finalized on the Closing Disclosure. Please work with the Closing Agent to obtain these exact fee amounts.

All fees are subject to change without notice and can only be finalized at the time a transaction is prepared to close and the Closing Disclosure is completed.

Comments:

RP-2023-97089  
# Pages 6  
03/21/2023 09:17 AM  
e-Filed & e-Recorded in the  
Official Public Records of  
HARRIS COUNTY  
TENESHIA HUDSPETH  
COUNTY CLERK  
Fees \$34.00

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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