

**PROPERTY OWNERS ASSOCIATION MANAGEMENT CERTIFICATE  
FOR  
LOS ALTOS RESIDENTIAL COMMUNITY PROPERTY OWNERS ASSOCIATION**

5. Name and Mailing Address of the Association is: Los Altos Residential Community, Inc. c/o FirstService Residential San Antonio, LLC, 3424 Paesanos Pkwy, Ste 100, San Antonio, TX 78231.
6. Name and Mailing Address of Person Managing the Association or Its Designated Representative is: Los Altos Residential Community, Inc. c/o FirstService Residential San Antonio, LLC, 3424 Paesanos Pkwy, Ste 100, San Antonio, TX 78231.
7. Telephone Number to Contact the Association is: 281.829.7202 and 210.829.5207.
8. Email Address to Contact the Association: Mgmt-CertificateTX@fsresidential.com
9. The Association's website may be found at: <https://losaltos.connectresident.com/>
10. Fees charged by the Association upon the sale or transfer of Property:
  - a. Resale Certificate: \$375.00 or more not to exceed the maximum allowable rate.
  - b. Rush Fee for Resale Certificate:
    - i. 1-2 days: \$125.00.
    - ii. 3-5 days: \$75.00.
  - c. Updated Certificate: after 30 days of issuance of the original \$75.00.
  - d. Transfer Fee: \$340.00.
  - e. Statement of Account/Fee Sheet Processing: \$75.00
  - f. Refinance Fee: \$150.00.
  - g. Rush Fee for Refinance:
    - i. 1-2 days: \$125.00.
    - ii. 3-5 days: \$75.00.
  - h. Working Capital Fee: \$500.00.

Executed on this the 20 day of March 2024.

LOS ALTOS RESIDENTIAL COMMUNITY  
PROPERTY OWNERS ASSOCIATION

By:



Kristie Rose-Zapp, President of FirstService  
Residential San Antonio, LLC

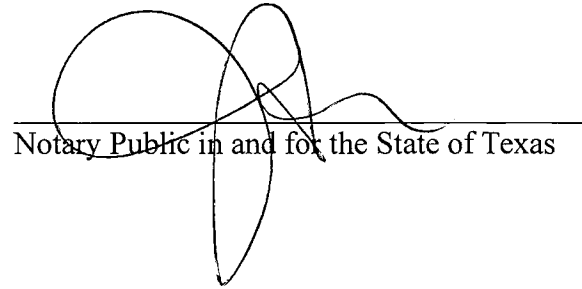
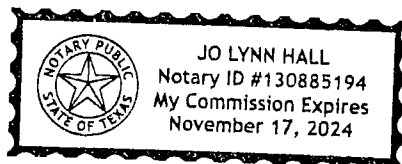
THE STATE OF TEXAS

§  
§  
§

ACKNOWLEDGMENT

COUNTY OF BEXAR

BEFORE ME, the undersigned notary public, on this the 20 day of March 2024 personally appeared Kristie Rose-Zapp, President of FirstService Residential San Antonio, LLC, and Managing Agent of Los Altos Residential Community Property Owners Association, known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that s/he executed the same for the purpose and in the capacity therein expressed and on behalf of the Association.



Notary Public in and for the State of Texas

E-RECORDED BY:



SEARS  
BENNETT  
& GERDES, LLP

6548 GREATWOOD PKWY.  
SUGAR LAND, TEXAS 77479

**File Information**

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

**Document Number:** 20240059870

**Recorded Date:** April 04, 2024

**Recorded Time:** 10:48 AM

**Total Pages:** 4

**Total Fees:** \$33.00

**\*\* 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: 4/4/2024 10:48 AM



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