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Laura Richard, County Clerk
Fort Bend County Texas
Pages: 3 Fee: $ 24.00

PROPERTY OWNERS' ASSOCIATION MANAGEMENT CERTIFICATE

for

COMMUNITY ASSOCIATION FOR WITHERS RIDGE, INC.

STATE OF TEXAS §
§
COUNTY OF FORT BEND §

WHEREAS section 209.004 of the Texas Property Code (the "Code") requires that a property owners' association file a management certificate in the real property records of the county in which the property is located, and

WHEREAS Community Association for Withers Ridge, Inc., a non-profit corporation (the "Association"), is a property owners' association as defined in section 209.003 of the Code and has property located in Fort Bend County, Texas,

NOW THEREFORE, the undersigned, being the Managing Agent for the Association, submits the following information pursuant to Section 209.004 of the Code which supersedes any prior Management Certificate filed by the Association.

1. **Name of the subdivision.**
The name of the subdivisions collectively known as Withers Ridge are as follows:

Subdivision Name
Withers Ridge section 1
Withers Ridge section 2
Withers Ridge section 3

2. **Name of the association.**
Community Association for Withers Ridge, Inc.

3. **Recording data for the subdivision.**
The recording data in the Plat Records of Fort Bend County, Texas are as follows:

Plat Name	Filing Date	Clerk File Number
Withers Ridge Section 1	11/09/2004	20040204
Withers Ridge Section 2	01/25/2005	20050015
Withers Ridge Section 3	03/01/2005	20050036

4. **Recording data for the declaration and any amendments to the declaration.**
The recording data in the Real Property Records of Fort Bend County, Texas are as follows:

Document Name	Filing Date	Clerk File Number
Declaration of Covenants, Conditions and Restrictions for Withers Ridge	04/25/2005	2005046847
Supplemental Amendment to the Declaration of Covenants, Conditions and Restrictions for Withers Ridge Section 2	01/31/2006	2006012387
Supplemental Amendment to the Declaration of Covenants, Conditions and Restrictions for Withers Ridge Section 3	01/31/2006	2006012388

5. **Name and mailing address for the association.**
Community Association for Withers Ridge, Inc.
c/o C.I.A. Services, Inc.
18333 Timber Forest Drive
Humble, TX 77346

6. **Name, mailing address, telephone number and email address of the person managing the association or its designated representative.**
C.I.A. Services, Inc.
18333 Timber Forest Drive
Humble, TX 77346

Telephone: 713-981-9000
Email: CustomerCare@ciaservices.com

7. **Website address of any internet website on which the association's dedicatory instruments are available.**
www.ciaservices.com

8. **Amount and description of a fee or fees charged by the association relating to a property transfer in the subdivision.**
The following fees may be charged relating to a property transfer. Those marked as optional are only required if the document or service is requested by the buyer, seller or their agents, the lender, title company or other associated with the property transfer.

Fee	Amount	Description
Transfer Fee	$250	Collected at closing if the property actually transfers
Transfer Fee - Refinance	$100	Collected at closing if the property loan is refinanced
Assessment Quote	$104	Verification of fees due to Association
Quote Update	$35	Optional: update to assessment quote within 30 days
Resale Certificate	$375	Optional: package in compliance with Code
Resale Certificate Update	$75	Optional: update to resale certificate within 180 days
Compliance Inspection	$120	Optional: onsite inspection for resale certificate, if required
Compliance Reinspection	$120	Optional: reinspection for initial non-compliance, if needed
Lender Questionnaire	$275	Optional: document requested by some lenders for loan
Standard Response Time	$0	No later than 10 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/re-inspections & lender questionnaires
Rush Request	$100	Optional: within 5 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/re-inspections & lender questionnaires
Expedited	$200	Optional: within 2 business days – additional cost for assessment quotes/updates, resale certificates/updates, compliance inspections/re-inspections & lender questionnaires

9. **Other information the association considers appropriate.**
   - New owners are encouraged to provide email addresses and/or cell phone numbers to Association representative in #6 above in order to receive emails and/or text messages with Association news, alerts and meeting announcements. Communication preferences may be updated at any time.

Prospective purchasers are advised to independently examine all dedicatory instruments and governing documents for the association, as well as performing a physical inspection of the property and common areas, prior to purchase. This Management Certificate does not purport to identify every publicly recorded document affecting the subdivision/association. No person should rely on this Management Certificate for anything other than for identifying and contacting the Association.

EXECUTED on this 19 day of December, 2023.

Community Association for Withers Ridge, Inc.
By: C.I.A. Services, Inc., Managing Agent

Renea Miksch, Community Manager

STATE OF TEXAS §
§
COUNTY OF FORT BEND §

BEFORE ME, the undersigned notary public, on this 19 day of December, 2023 personally appeared Renea Miksch, Community Manager for C.I.A. Services, Inc., Managing Agent for Community Association for Withers Ridge, Inc., known to me to be the person whose name is subscribed to the foregoing instrument, and acknowledged to me that she executed the same for the purpose and in the capacity therein expressed.

Notary Public in and for the State of Texas

RHONDA V DUFFIELD
6708282
NOTARY PUBLIC, STATE OF TEXAS
MY COMMISSION EXPIRES
OCTOBER 24, 2026

After recording, please return to:
C.I.A. Services, Inc.
PO Box 63178
465 Bear Springs Road
Pipe Creek, TX 78063-3178