RECORD OF DEDICATORY INSTRUMENTS (PURSUANT TO PROPERTY CODE § 202.006)

SUMMERSET ESTATES PROPERTY OWNERS ASSOCIATION INC.

PT145-2012096526-37

Number of Units	288
Declaration File Code	2003031932
Declaration Film Code	272-10-2567

Items attached to be filed:

- ✓ Management Certificate
- ✓ By – Laws
- ✓ Rules and Regulations
- ✓ Articles of Incorporation
- Architectural Control Guidelines
- ✓ Other Payment Plan Policy, Collection & Fine Policy, Records Retention and Production

TOTAL # OF PAGES TO BE FILED: ____

AFFIDAVIT IN COMPLIANCE WITH SECTION 202.006 OF TITLE 11 OF THE TEXAS PROPERTY CODE

THE STATE OF TEXAS §
COUNTY OF MONTGOMERY §

BEFORE ME, the undersigned authority, on this day personally appeared John M. Hughes, who, being duly sworn according to law, stated the following under oath:

"My name is John M. Hughes. I am fully competent to make this Affidavit. I have personal knowledge of the facts stated herein, and they are all true and correct.

I am President of JDH Association Management, the management team for Summerset Estates Property Owners Association, Inc., a Texas Non-profit Corporation (the "Association"). I am also a custodian of the records for the Association and I have been authorized by the Association's Board of Directors to sign this Affidavit.

The Association is a "property owners' association" as that term defined in *Title 11 of the Texas Property Code.* The Association's jurisdiction includes, but may not be limited to the tract or parcel of land consisting of that certain tract of land known as "SUMMERSET ESTATES SECTION ONE" being a Subdivision of 129.849 acres of land situated in the T. & N.O.R.R. Survey, A-785, Montgomery County, Texas, according to the plat ("Plat") of said Summerset Estates Section One, recorded in the office of the County Clerk of Montgomery County, Texas, after having been approved as provided by law, and being recorded in the Map Records of Montgomery County, Texas at Cabinet T, Sheets 130 through 135, Map Records of Montgomery County, Texas (hereinafter referred to as the "Property" or the "Subdivision").

Attached hereto are the originals of, or true and correct copies of, the following dedicatory instruments, including known amendments or supplements thereto, governing the Association, which instruments have not previously been recorded. The documents attached hereto are subject to being supplemented, amended or changed by the Association. Any questions regarding the dedicatory instruments of the Association may be directed to the Association at 15201 East Freeway, Suite 205, Channelview, Texas 77530 phone number: 281-457-5341.

SIGNED on this the 8th day of December, 2011.

John M. Hughes, President
JDH Association Management

SUMMERSET ESTATES PROPERTY OWNERS ASSOCIATION, INC.
RECORDS PRODUCTION POLICY

This Records Production Policy was approved by the Board of Directors for SUMMERSET ESTATES Property Owners Association, Inc., on the 8th day of December, 2011.

I. **Copies of Association records will be available to all Owners upon their proper request and at their own expense. A proper request:**

a. is sent certified mail to the Association's address as reflected in its most recent management certificate;
b. is from an Owner, or the Owner's agent, attorney, or certified public accountant; and
c. contains sufficient detail to identify the records being requested.

II. **Owners may request to inspect the books and records or may request copies of specific records.**

- If the owner makes a request to inspect the books and records, then the Association will respond within 10 business days of the request, providing the dates and times the records will be made available and the location of the records. The Association and the owner shall arrange for a mutually agreeable time to conduct the inspection. The Association shall provide the owner with copies of specific documents upon the owner paying the Association the cost thereof.

- If an owner makes a request for copies of specific records, and the Association can provide the records easily or with no cost, then the Association will provide the records to the owner within 10 business days of the owner's request.

- If the owner makes a request for copies of specific records, the Association shall send a response letter advising on the date that the records will be made available (within 15 business days) and the cost the owner must pay before the records will be provided. Upon paying the cost to provide the records, the Association shall provide the records to the owner.

III. **The Association hereby adopts the following schedule of costs:**

COPIES	10 cents per page, for regular 8.5" X 11" page 50 cents per page for pages 11" X 17" or greater Actual cost, for specialty paper (color, photograph, map, etc...)
LABOR	$15.00 per hour for actual time to locate, compile and reproduce the records (can only be charged if request is greater than 50 pages in length)
OVERHEAD	20% of the total labor charge (can only be charged if request is greater than 50 pages in length)

VI. If the estimated cost provided to the Owner is more or less than the actual cost of producing the documents, the Association shall, within 30 days after providing the records, submit to the owner either an invoice for additional amounts owed or a refund of the overages paid by the Owner.

VII. Unless authorized in writing or by court order, the Association will not provide copies of any records that contain the personal information of an owner, including restriction violations, delinquent assessments, financial information, and contact information.

HOMEOWNERS ASSOCIATION CERTIFICATION

"I, the undersigned, being the President of the SUMMERSET ESTATES Property Owners Association Inc., hereby certify that the foregoing Resolution was adopted by at least a majority of the Association Board of Directors."

By: _____, President

Print Name: LORIS M ALLEN JR

AFTER RECORDING RETURN TO:

JDH ASSOCIATION MANAGEMENT
1776 Woodstead Court #103
The Woodlands, TX 77380

G MARIE BARAJAS
NOTARY PUBLIC, STATE OF TEXAS
MY COMMISSION EXPIRES
MAY 7, 2016

MATERIALS	actual costs of labels, boxes, folders, and other supplies used in producing the records, along with postage for mailing the records

IV. The Association hereby adopts the following form of response to Owners who request to inspect the Association's books and Records:

SUMMERSET ESTATES PROPERTY OWNERS ASSOCIATION, INC.
RESPONSE TO REQUEST FOR ASSOCIATION RECORDS

Date

Dear Homeowner:

On (date), the SUMMERSET ESTATES Property Owners Association received your request to inspect the books and records of the Association. The books and records of the Association are available for you to inspect on regular business days, between the hours of 9 a.m. and 5 p.m. at the office of JDH Association Management, 1776 Woodstead Court #103, The Woodlands, Texas.

Please contact the Association manager at (281) 457-5341 to arrange for a mutually agreeable time for you to come and inspect the books and records. Please be advised that if you desire copies of specific records during or after the inspection, you must first pay the associated costs before the copies will be provided to you. A schedule of costs is included with this response.

Very Truly Yours,
SUMMERSET ESTATES PROPERTY OWNERS ASSOCIATION, INC.

V. The Association hereby adopts the following form of response to Owners who request copies of specific records:

SUMMERSET ESTATES PROPERTY OWNERS ASSOCIATION, INC.
RESPONSE TO REQUEST FOR ASSOCIATION RECORDS

Date

Dear Homeowner:

On (date), the SUMMERSET ESTATES Property Owners Association received your request for copies of specific Association records. We are unable to provide you with the requested records within 10 business days of your request. However, the requested records will be available to you no later than 15 business days after the date of this response.

In order to obtain the records, you must first pay the Association the cost of providing the records to you. The estimated cost to obtain the records you requested is $_____. Upon receiving payment, the Association will mail the requested docuements to you. You may also make payment and pick up the documents in person at the office of JDH Association Management, 1776 Woodstead Court #103, The Woodlands,Texas

Very Truly Yours,
SUMMERSET ESTATES PROPERTY OWNERS ASSOCIATION, INC.