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NOTICE
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COLONY CROSSING HOMEOWNERS ASSOCIATION, INC.
RECORDS RETENTION POLICY

STATE OF TEXAS §
§
COUNTY OF HARRIS §

WHEREAS, Colony Crossing Homeowners Association, Inc. (the "Association"), is the governing entity, an addition in Harris County, Texas, according to the map or plat thereof recorded in the Map Records of Harris County, Texas, under Clerk's File No. K622103, and Film Code No. 051-77-1114, along with any supplements, or amendments thereto or replats thereof, (the "Subdivision"); and

WHEREAS, Chapter 209 of the Texas Property Code was amended, effective January 1, 2012, to add Section 209.005(m), which requires the Association to adopt and record a policy regarding retention of Association Books and Records; and

WHEREAS, the Association, through its Board of Directors, shall have and may exercise discretionary authority concerning the restrictive covenants contained herein;

NOW THEREFORE, in order to comply with Section 209.005(m), the Association hereby adopts the following Records Retention Policy:

The Association shall maintain its records as follows:

RECORD	RETENTION PERIOD
Certificate of Formation/ Articles of Incorporation, Bylaws, Declarations and all amendments to those documents	PERMANENT
Association Tax Returns and Tax Audits	SEVEN (7) YEARS
Financial Books and Records	SEVEN (7) YEARS
Account Records of Current Owners	FIVE (5) YEARS
Contracts with a term of more than one year	FOUR (4) YEARS AFTER CONTRACT EXPIRES
Minutes of Member Meetings and Board Meetings	SEVEN (7) YEARS

RP 080-73-0800

FILED

2012 JAN 24 PM 2:21

Stan Steward
COUNTY CLERK
HARRIS COUNTY, TEXAS

Michael Quest
15945 N. Barkers Landing
Ste. 102
Houston, TX 77079

Records not listed above are not subject to retention. Upon expiration of the retention date, the applicable records may be destroyed.

COLONY CROSSING HOMEOWNERS ASSOCIATION, INC.

CERTIFICATION

"I, the undersigned, being the President of Colony Crossing Homeowners Association, Inc., hereby certify that the foregoing Resolution was adopted by at least a majority of the Association Board of Directors on the 11 day of November, 2011."

Janice

By: *Jeff Gaspar*, President

Print Name: Jeff Gaspar

ACKNOWLEDGEMENT

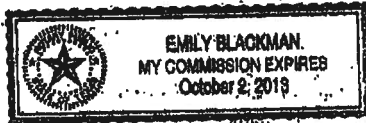
STATE OF TEXAS

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COUNTY OF HARRIS

BEFORE ME, the undersigned authority, on this day, personally appeared the person whose name is subscribed to the foregoing instrument and acknowledged to me that they executed the same as the act of the Association for the purpose and consideration therein expressed and in the capacity therein stated.

Given under my hand and seal of office this 28 day of November, 2011.



Emily Blackman
Notary Public, State of Texas

ANY INSTRUMENT HEREIN WHICH RESTRICTS THE SALE, RENTAL, OR USE OF THE DESCRIBED REAL PROPERTY BECAUSE OF COLOR OR RACE IS VOID, AND UNENFORCEABLE UNDER FEDERAL LAW.
THE STATE OF TEXAS
COUNTY OF HARRIS
I hereby certify that this instrument was FILED in Public Records on the date and at the time designated herein by me, and was duly RECORDED, in the Official Public Records of said Property of Harris County, Texas

JAN 24 2012



Stu Stewart
COUNTY CLERK
HARRIS COUNTY, TEXAS

RP 080-73-0801