

# Candlelight Village



## HOMEOWNER ASSOCIATION

### ANNUAL MEETING

January 23, 2016

404 D University Drive E.  
College Station, Texas 77840

WEBSITE: [WWW.CANDLELIGHTBCS.COM](http://WWW.CANDLELIGHTBCS.COM)

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LOCATION

**January 6, 2016**

Candlelight Village Owners Association is requesting your attendance at the 2016 annual meeting to be held at (NEW LOCATION) Century 21, Beal Training Office, 404 D University Drive E., College Station, Texas 77840, on Saturday, January 23, 2016 at 10:00 am.

If you cannot be there and would like have your vote counted should there be a quorum, sign the attached proxy and return by 5:30pm January 22, 2016. You can mail the completed proxy (below) to Century 21 BVPM, 903 Texas Ave. South, College Station, Texas 77840, and Attention: Bob Walker at bobw@century21bcs.com or fax it to (979) 764-0508.

**Agenda**

1. Roll call, owners present and proxies. Determine if quorum.
2. Proof of notice of meeting
3. Reading and approval of minutes of preceding annual meeting.
4. Financial report.
5. Maintenance issues
6. Election of Directors
7. Unfinished business.
8. New business.  
    Driveway repair, fence repair/replace, landscaping, carport proposal, drainage
9. Adjournment

**2016 Annual Meeting Proxy Statement**

Know All by these Present: That I;

\_\_\_\_\_

Do hereby appoint;

\_\_\_\_\_

or

(Circle one)    Troy Gunn    Juanita Boyd    Katerina Hall    BVPM – Terry Thigpin

As agent for me, and in my name and stead to vote as my Proxy at the 2016 annual meeting of the Candlelight Village Owners Association, Inc. according to the percentage of votes assigned to act for me on all matters that come before the membership at the meeting as fully as if I were present. This proxy applies only to the January 23, 2016 annual meeting and may be revoked by me in writing at any time prior to the meeting.

\_\_\_\_\_

Owner \_\_\_\_\_

Unit number(s) \_\_\_\_\_

Email Address \_\_\_\_\_

Current Phone Number \_\_\_\_\_

This proxy must be received by 5:30pm January 22, 2016.  
You can mail: BVPM, 903 S. Texas Ave., College Station, TX 77840,  
Fax: 979-764-0508 or    Email: c21hoa@century21bcs.com

# 2015 Annual HOA Meeting Minutes

January 31, 2015

Brazos Center

- 10:06am – Meeting starts
  - President opens meeting
  - Previous meeting minutes are read and voted to accept
  - Terry reviewed past board meetings
  - Website discussion
  - Talk about cameras at the dumpsters
    - Unit 34 may have dumped bulk items – call
- 10:15am – Troy started PP Presentation on complex
  - Accomplishments
    - Roof and siding
      - Justice’s unit siding is bowing
    - Fence – repairs/replacement
    - Sales – complex is now compliant for lenders to have loans for buyers
    - Positive cash flow
  - Financials
    - 32 asked about dues, increase?
    - Discussion on satellite dishes
- 10:33am - 2015 Budget discussion
  - 2013 improvements – stump grinding
  - 2014 improvements – fences
  - Needed improvements
    - Fences – replace
    - Parking – drive
    - Landscaping –
      - drainage ditch needs shoring up
      - landscape estimates needed
      - Can owners plant in their flower beds in front of their unit? -- yes
    - How do our dues compare to others?
      - Low
- 10:50am – The Plan
  - Pay cash for fences
  - Call dozer people for ideas on drainage ditch
  - Discuss HOA dues increase
  - Talk to lawn contractor and have leaves picked up and not blown around.
  - Keep maintenance up – don’t let it fall behind.
- 11:30am – Discussion items
  - Dog policy review
  - Satellite dish issues
  - Towing – when / why

- 11:34am – Vote on 2015 Budget
  - Moved and seconded –
  - Budget passed
- 11:43am – Discuss new board members joining board
  - #3, #8 are added
- 11:48am – Adjourn

## Candlelight Village Board meeting

Monday March 30, 2015

18:30-19:30

Attendees: Joey Condon, Katerina Hall, Judy McIntyre, Juanita Boyd, Troy Gunn

- Troy opened the meeting with all members present
- Discussed meeting set up with new members
- Voted and agreed on VP and Secretary
  - VP: Judy McIntyre
  - Secretary: Katerina Hall
- Discussed Landscaping bids for the area near unit 12 and 13 where drainage issues are in need of repair
  - Requested several bids – only 1 has responded - responses tend to be slow and low due to contractors not wanting to deal with small jobs like this one
  - Reviewed current bid
  - Scheduling an appointment to be reviewed with the contractor
  - Want references to ensure contractor is solid
- Weekly Lawn care improvements
  - Requested lawn care provider remove debris from lawn care and landscaping. i.e. falling tree limbs, leaves and cut grass from grounds, sidewalks and parking
  - Improved but not to our level we want
  - Board members to email Joey to what we want
  - Joey to meet with contractor to ensure it is understood
- Tree issues

- Tree to be removed near unit 29 and 30 that is causing damage the sidewalk and fences
- Satellite dish compliance issues
  - Ongoing with Joey working on getting dishes in use moved and ones not in use removed
  - Sign being developed to notify publically the dishes can't be mounted on the roofs or building
- Financial discussion
  - Overall the accounts receivable are reasonable shape
    - One unit is in foreclosure for years of delinquent payment history on dues and assessments
  - Operating account is up to date and in good shape
- Fences and other improvements
  - Fence bids are coming in – roughly \$30K for all the fences including parameter fences
- Scoping a loan for the improvements for fences and landscaping
  - This would require a raise in the monthly maintenance due costs to cover the loan
- Dumpster near unit 16 needs work – Joey is looking into this
- Water standing near unit 30
  - Will watch this one and see what happens – but will scope this when we do the other issues
- Meeting was closed at 19:45
- Next meeting will be scheduled to review loan and bids for landscaping and fences



Brazos Valley Property Management  
903 S. Texas Avenue  
College Station, TX 77840  
Business (979)764-2500  
Fax (979)764-0508

All,

Attached here are the meeting notes:

Attendees: Terry Thigpin - Property Manager  
Katerina Hall - Secretary/Treasurer  
Juanita Boyd - Vice President  
Troy Gunn - President

Meeting called to order on July 28, 2015 at 8:00PM at 2807 Wildflower #26 Bryan, TX.

**Topics Discussed:**

- Coordinator
  - Bob will be taking care of projects and activities and Terry will take care of meetings and the financials.
- Financials
  - Monies outstanding from either assessment or back dues is running about \$5,000.00.
    - Other than that, financials look as expected.
    - 4 units are continually backlogged in dues and assessments. Foreclosure proceedings will be started on all 4 units.
- Improvements
  - **NOTE: Contractors were sternly advised that we need a 10 year solutions and if rework or issues come up there will be problems! This was to ensure the jobs are done right and complete so that we use reputable contractors who warranty their work.**
    - Ditch work between 12 and 13. Agscape has been awarded the job and will start work in August or September. A deposit was given already to ensure the work get scheduled.
    - Fences: will go with Ace Fence due to their complete bid and reputation in fence work.
      - Still need to get a painting company contracted to do the stain work. Terry will ask them for a recommendation.
- Money for improvements
  - A loan of \$80,000.00 will be taken over a 5 year period to pay for these improvements that covers the cost of both activities.
    - Terry will start the paperwork for the loan. A preliminary approval has already been received from the bank so we don't see an issue in getting it.



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- Raise dues to pay for loan
  - Will notify the owners that dues will go up & \$15.00/month starting in October 2015 – all improvements should be done by then.
  - Will raise them another \$15.00/month in 18 months to complete the coverage we will need to continue improvements.
  - This will cover the cost of the loans to make improvements and is how we will continue to make improvements.
  - Once the loan is paid we will have another project ready to go for another improvement.
  - Letter to go out informing the raise of dues.

Meeting closed at 9:00PM

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Katerina Hall/Secretary



## Candlelight Village Owner's Association, Inc

### Special HOA Meeting & Vote

The Special HOA Meeting is scheduled for November 18, 2015 at 6:30 pm at 404 D University Drive E, in College Station, Texas 77840, Century 21, Beal office.

#### Candlelight Village Homeowners;

Candlelight Village Owner's Association Board is requesting a special HOA meeting to vote to merge two Candlelight Village Homeowner's Associations. The original Candlelight HOA was formed around 1982 and sometime after that was not renewed by the HOA. Another Candlelight HOA was formed in 2004. A problem has arisen from these past actions. The By-Laws and Declarations are attached to the original HOA formed in 1982 and were not transferred to the 2004 HOA. The IRS recognizes the 2004 Candlelight HOA and all the taxes from 2004-2014 have been paid to the HOA formed in 2004, which has no By-Laws or Declarations attached to it. So, our attorney has a plan to merge the two entities, but to do this, we will need the owner's to approve or disapprove this merger.

Since, I have probably totally confused you, below is a better explanation from our attorney on why we need to have this SPECIAL MEETING.

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*There are two existing entities - Candlelight Village Homeowner's Association and Candlelight Homeowner's Association. We need to merge the two entities into Candlelight Village Homeowner's Association and use the taxpayer identification number for Candlelight Homeowner's Association. The reason being is we want to keep in existence the HOA originally created by the Declaration, however because no tax returns have been filed under this entity we do not want to risk the chance that the HOA will have to pay penalty and interests in the future for not filing tax returns. The later filed entity is current with the tax returns so we will use that tax id number.*

*In order to accomplish this action, the Texas Business Organization Code 22.164(b)(2) requires the members to approve the plan of merger by at least two-thirds of the votes of members present at the meeting at which the action is submitted for a vote. Therefore, a special meeting needs to be called to approve the merger of the entities. The president may call a special meeting as directed by resolution of the Board of Directors. Notice of the special meeting must be given with at least 10 days' notice by mail of the time and place of the meeting. In reviewing the bylaws, it does state that a quorum is 51% of the owners and this includes both those present and proxies.*

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If you cannot attend the Special HOA Meeting, enclosed you will find a form to vote for or against the merger of these two entities. Please return the ballot in the enclosed self-addressed envelope or you may fax it to 979-764-0508 or email to [terryt@century21bcs.com](mailto:terryt@century21bcs.com). The deadline to submit your vote by mail, fax or email is 5:30 pm, November 18, 2015. The Special HOA Meeting is scheduled for November 18, 2015 at 6:30 pm at 404 D University Drive E, in College Station, Texas 77840, Century 21, Beal office.

**Cash Flow (Cash)**  
**Candlelight Village - (candle)**  
**January 2015 - December 2015**

Prepared For:  
Candlelight Village Homeowners Assoc.  
c/o Beal Property Management  
404 D. University Drive East  
College Station, TX 77840

Prepared By:  
BVP Management, Inc.  
903 Texas Ave S  
College Station, TX 77840

	Period to Date	%	Year to Date	%
<b>INCOME</b>				
<b>RENT INCOME</b>				
Late Fees\NSF Rent	566.02	0.86	566.02	0.86
Pet Violation Fee	100.00	0.15	100.00	0.15
Homeowners Association Dues	64,509.78	98.19	64,509.78	98.19
Transfer Fee	75.00	0.11	75.00	0.11
<b>NET RENT INCOME</b>	<b>666.02</b>	<b>1.01</b>	<b>666.02</b>	<b>1.01</b>
<b>OTHER INCOME</b>				
Capital Improvements Income	450.00	0.68	450.00	0.68
<b>TOTAL OTHER INCOME</b>	<b>525.00</b>	<b>0.80</b>	<b>525.00</b>	<b>0.80</b>
<b>TOTAL INCOME</b>	<b>65,700.80</b>	<b>100.00</b>	<b>65,700.80</b>	<b>100.00</b>
<b>EXPENSES</b>				
Concrete work	2,850.00	4.34	2,850.00	4.34
Legal Fees Owners CB	-206.22	-0.31	-206.22	-0.31
Fence Repair	485.21	0.74	485.21	0.74
General Maintenance	2,556.98	3.89	2,556.98	3.89
HOA/Dues expense	-1,945.00	-2.96	-1,945.00	-2.96
Insurance	15,260.76	23.23	15,260.76	23.23
Escrow	6,426.00	9.78	6,426.00	9.78
Keys/Locks	65.00	0.10	65.00	0.10
Legal Fees (HOA)	875.00	1.33	875.00	1.33
Lawn/Property Maintenance	13,479.65	20.52	13,479.65	20.52
Maint. Mgmt. Fee	4,800.00	7.31	4,800.00	7.31
Specials Projects	37,296.25	56.77	37,296.25	56.77
Office Expenses	26.52	0.04	26.52	0.04
Pest Control	2,606.42	3.97	2,606.42	3.97
Plumbing Expense	1,111.75	1.69	1,111.75	1.69
Porter Service	482.48	0.73	482.48	0.73
Professional Fees	765.00	1.16	765.00	1.16
Trash Pick-up	175.00	0.27	175.00	0.27
Utilities	14,051.57	21.39	14,051.57	21.39
<b>TOTAL DIRECT EXPENSES</b>	<b>101,162.37</b>	<b>153.97</b>	<b>101,162.37</b>	<b>153.97</b>
<b>TOTAL EXPENSES</b>	<b>101,162.37</b>	<b>153.97</b>	<b>101,162.37</b>	<b>153.97</b>
<b>NET INCOME</b>	<b>-35,461.57</b>	<b>-53.97</b>	<b>-35,461.57</b>	<b>-53.97</b>
<b>ADJUSTMENTS</b>				
Prepaid Rent	170.00		170.00	
<b>TOTAL ADJUSTMENTS</b>	<b>170.00</b>		<b>170.00</b>	

**Cash Flow (Cash)**  
**Candlelight Village - (candle)**  
**January 2015 - December 2015**

	<u>Period to Date</u>	<u>%</u>	<u>Year to Date</u>	<u>%</u>
CASH FLOW	-35,291.57		-35,291.57	
Beginning Cash	43,379.82			
Ending Balance	8,088.25			

**Expense Distribution**  
**candle - Candlelight Village**  
**Invoice Date: 01/2015 - 12/2015**  
**Check Date: 01/2015 - 12/2015**

Ctrl#	Invoice Number	Invoice Date	Property	Payee	Payable Account	Amount	Unpaid Amount	Check Number	Check Date	Description
<b>2270 Clearing-Tenant Deposits</b>										
216217	:Refund	04/27/15	candle	xhowell	2200	150.00		108292	04/27/15	Move out refund
						150.00	0.00			
<b>6298 Concrete work</b>										
216468	905968	05/28/15	candle	eliso	2200	2,850.00		108389	06/05/15	CONCRETE WORK ON OLD
						2,850.00	0.00			
<b>6405 Legal Fees Owners CB</b>										
216173	9988	04/07/15	candle	peterso	2200	250.00		108275	04/14/15	██████████ PAPERWORK,
216319	10050	04/21/15	candle	peterso	2200	62.50		108325	05/06/15	██████████
216878	10677	07/06/15	candle	peterso	2200	131.74		108571	07/28/15	Demand Letter non payment of
216879	10676	07/08/15	candle	peterso	2200	131.74		108571	07/28/15	Demand letter for non payment
						575.98	0.00			
<b>6430 Fence Repair</b>										
215758	194	01/29/15	candle	tfry	2200	100.00		108089	02/03/15	REMOVE PORTION OF DECK,
215905	237	02/06/15	candle	tfry	2200	75.00		108160	03/05/15	REPAIR GATE #37
216628	1544	06/10/15	candle	tlcmaint	2200	86.50		108462	06/12/15	Repaired falling fence 2807
217416	969	09/24/15	candle	tfry	2200	50.00		108793	10/06/15	Repaired fence around patio,
217868	164	11/17/15	candle	tfry	2200	173.71		108945	12/03/15	Repaired fence (2807#28) set 2
						485.21	0.00			
<b>6455 General Maintenance</b>										
215639	874	12/12/14	candle	bvsg	2200	200.00		108020	01/07/15	Gutters and downspouts
215815	11925	02/03/15	candle	oneal	2200	54.13		108110	02/06/15	HAULED OFF DEBRI AROUND
216181	03312015	03/31/15	candle	bvsgts	2200	676.56		108278	04/16/15	remove tree from fence unit 30
216621	5470	06/12/15	candle	floresf	2200	374.82		108455	06/12/15	Pad and carpet for Candlelight
216753	704	07/02/15	candle	tfry	2200	35.00		108529	07/06/15	Secured fence to #24 after
216911	2807#8	07/28/15	candle	jmaintyr	2200	145.00		108569	07/28/15	reimbursed owner to move tv
216986	12247	08/03/15	candle	oneal	2200	184.03		108602	08/05/15	#24 & 25 cleaned out gutter and
217274	12302	09/03/15	candle	oneal	2200	32.48		108708	09/04/15	Watering fron section of
217686	1057	10/27/15	candle	tfry	2200	35.00		108876	11/05/15	Candlelight #5, back fence gate
218015	1856	12/22/15	candle	tlcmaint	2200	819.96		109014	12/28/15	Repaired and replaced security
						2,556.98	0.00			
<b>6470 Insurance</b>										
215614	LMF000182	01/02/15	candle	rli	2200	101.00		108029	01/07/15	
215705	TXH-32156	01/12/15	candle	ipfs	2200	1,149.84		108066	01/23/15	
215851	TXH-32156	02/09/15	candle	ipfs	2200	1,149.84		108129	02/17/15	
216005	TXH-32156	03/12/15	candle	ipfs	2200	1,149.84		108199	03/24/15	
216199	TXH-32156	04/23/15	candle	ipfs	2200	1,149.84		108290	04/24/15	
216458	TXH-32156	05/12/15	candle	ipfs	2200	1,149.84		108365	05/29/15	
216706	TXH-32156	06/11/15	candle	ipfs	2200	1,149.84		108488	06/26/15	Candlelight HOA Insurance
216874	TXH-32156	07/27/15	candle	ipfs	2200	1,149.84		108568	07/28/15	Insurance Candlelight
217169	LFM000182	09/01/15	candle	rli	2200	284.00		108700	09/03/15	Insurance Bond for Candlelight
217350	7942/ 7031	09/17/15	candle	sig	2200	3,615.26		108749	09/23/15	Annual insurance for
217556	TXH-44352	10/12/15	candle	ipfs	2200	1,070.54		108826	10/21/15	Insurance payment
217776	TXH-44352	11/11/15	candle	ipfs	2200	1,070.54		108915	11/17/15	Insurance Candlelight
217998	TXH-44352	12/14/15	candle	ipfs	2200	1,070.54		109000	12/21/15	Candlelight HOA Monthly
						15,260.76	0.00			
<b>6471 Escrow</b>										
215607	notes-2156	01/01/15	candle	candle	2200	486.00		108006	01/02/15	Escrow payment
215769	notes-2157	02/01/15	candle	candle	2200	540.00		108075	02/03/15	Escrow payment
215932	notes-2159	03/01/15	candle	candle	2200	540.00		108146	03/05/15	Escrow payment
216080	notes-2160	04/01/15	candle	candle	2200	540.00		108222	04/02/15	Escrow payment
216331	notes-2163	05/01/15	candle	candle	2200	540.00		108302	05/04/15	Escrow payment
216501	notes-2165	06/01/15	candle	candle	2200	540.00		108370	06/04/15	Escrow payment
216739	notes-2167	07/01/15	candle	candle	2200	540.00		108500	07/02/15	Escrow payment
217010	notes-2170	08/01/15	candle	candle	2200	540.00		108583	08/04/15	Escrow payment
217253	notes-2172	09/01/15	candle	candle	2200	540.00		108678	09/03/15	Escrow payment
217442	notes-2174	10/01/15	candle	candle	2200	540.00		108771	10/01/15	Escrow payment
217614	notes-2176	11/01/15	candle	candle	2200	540.00		108849	11/02/15	Escrow payment
217814	notes-2178	12/01/15	candle	candle	2200	540.00		108936	12/02/15	Escrow payment
						6,426.00	0.00			

**Expense Distribution**  
**candle - Candlelight Village**  
**Invoice Date: 01/2015 - 12/2015**  
**Check Date: 01/2015 - 12/2015**

Ctrl#	Invoice Number	Invoice Date	Property	Payee	Payable Account	Amount	Unpaid Amount	Check Number	Check Date	Description
<b>6472 Keys/Locks</b>										
217665	151031-01	10/31/15	candle	mel	2200	65.00		108869	11/05/15	Installed new replacement
						65.00	0.00			
<b>6473 Legal Fees (HOA)</b>										
216001	9843	02/26/15	candle	peterso	2200	62.50		108194	03/16/15	MAIL REVIEW
217140	10802	08/17/15	candle	peterso	2200	250.00		108699	09/03/15	(foreclosure
217772	11116	11/13/15	candle	peterso	2200	812.50		108911	11/16/15	Legal fees on Candlelight HOA
						1,125.00	0.00			
<b>6475 Lawn/Property Maintenance</b>										
215631	1444	12/30/14	candle	mowmast	2200	811.88		108027	01/07/15	lawn maintenance
215730	1786	01/30/15	candle	mowmast	2200	750.00		108087	02/03/15	
215997	166	03/02/15	candle	mowmast	2200	873.75		108193	03/16/15	
216049	2117	03/30/15	candle	mowmast	2200	893.06		108240	04/07/15	
216343	8755	05/01/15	candle	mowmast	2200	893.06		108323	05/06/15	
216490	8888	06/01/15	candle	mowmast	2200	893.06		108394	06/05/15	
216554	12174	06/05/15	candle	oneal	2200	54.13		108395	06/05/15	Picked up furniture and cleaned
216758	12208	06/24/15	candle	oneal	2200	132.43		108525	07/06/15	Removed furniture from around
216772	8889	06/30/15	candle	mowmast	2200	893.06		108524	07/06/15	Candlelight HOA Monthly lawn
216939	255	07/31/15	candle	mowmast	2200	893.06		108601	08/05/15	Monthly lawn maintenance
217191	2002	08/31/15	candle	mowmast	2200	893.06		108698	09/03/15	Monthly Lawn Maintenance
217274	12302	09/03/15	candle	oneal	2200	216.50		108708	09/04/15	Watering fron section of
217319	20115-309	09/09/15	candle	bvsgrts	2200	1,732.00		108733	09/16/15	Trimmed & removed trees, so
217405	2115	09/30/15	candle	mowmast	2200	893.06		108788	10/06/15	Monthly lawn maintenance
217646	329	11/01/15	candle	mowmast	2200	985.08		108870	11/05/15	Monthly lawn maintenance
217741	12338	10/04/15	candle	oneal	2200	108.25		108893	11/10/15	cut tree back, water grass in
217873	348	12/01/15	candle	mowmast	2200	1,109.56		108952	12/03/15	monthly lawn maintenance,
217913	112415C	11/19/15	candle	aggieter	2200	454.65		108958	12/03/15	Lawn Treatment, weed control,
						13,479.65	0.00			
<b>6530 Maint. Mgmt. Fee</b>										
215602	Notes-2156	01/01/15	candle	office		400.00		108010	01/02/15	Candlelight Village
215764	Notes-2157	02/01/15	candle	office		400.00		108074	02/03/15	Candlelight Village
215927	Notes-2159	03/01/15	candle	office		400.00		108145	03/05/15	Candlelight Village
216075	Notes-2160	04/01/15	candle	office		400.00		108221	04/02/15	Candlelight Village
216326	Notes-2163	05/01/15	candle	office		400.00		108305	05/04/15	Candlelight Village
216496	Notes-2164	06/01/15	candle	office		400.00		108371	06/04/15	Candlelight Village
216734	Notes-2167	07/01/15	candle	office		400.00		108499	07/02/15	Candlelight Village
217005	Notes-2170	08/01/15	candle	office		400.00		108590	08/04/15	Candlelight Village
217248	Notes-2172	09/01/15	candle	office		400.00		108677	09/03/15	Candlelight Village
217437	Notes-2174	10/01/15	candle	office		400.00		108770	10/01/15	Candlelight Village
217609	Notes-2176	11/01/15	candle	office		400.00		108848	11/02/15	Candlelight Village
217809	Notes-2178	12/01/15	candle	office		400.00		108935	12/02/15	Candlelight Village
						4,800.00	0.00			
<b>6531 Specials Projects</b>										
216563	905968	06/01/15	candle	eliso	2200	2,850.00		108405	06/08/15	New dumpster concrete pad
216563	905968	06/01/15	candle	eliso	2200	-2,850.00		108405	06/08/15	New dumpster concrete pad
216826	P15-035	07/08/15	candle	agscapes	2200	8,675.00		108536	07/08/15	Downpayment on Drainage
217408	2646	10/01/15	candle	agscapes	2200	8,675.00		108780	10/06/15	Completed drainage upgrade
217533	Candlelight	10/15/15	candle	acefence	2200	9,973.13		108814	10/15/15	Down payment on perimeter
217918	4254	11/22/15	candle	acefence	2200	9,973.12		108972	12/10/15	Final payment for permeter
						37,296.25	0.00			
<b>6695 Pest Control</b>										
215599	12813	12/30/14	candle	lonestar	2200	86.60		108025	01/07/15	
215755	12933	02/02/15	candle	lonestar	2200	86.60		108086	02/03/15	
215778	281544	01/27/15	candle	binford	2200	75.78		108100	02/05/15	
215779	281543	01/27/15	candle	binford	2200	64.95		108100	02/05/15	
215780	581542	01/27/15	candle	binford	2200	81.19		108100	02/05/15	
216070	13176	03/31/15	candle	lonestar	2200	86.60		108238	04/07/15	
216289	13294	04/30/15	candle	lonestar	2200	86.60		108322	05/06/15	
216364	284196	05/01/15	candle	binford	2200	81.19		108316	05/06/15	
216365	284201	05/01/15	candle	binford	2200	64.95		108316	05/06/15	
216366	284197	05/01/15	candle	binford	2200	75.78		108316	05/06/15	

**Expense Distribution**  
**candle - Candlelight Village**  
**Invoice Date: 01/2015 - 12/2015**  
**Check Date: 01/2015 - 12/2015**

Ctrl#	Invoice Number	Invoice Date	Property	Payee	Payable Account	Amount	Unpaid Amount	Check Number	Check Date	Description
216444	1260693	05/01/15	candle	abc	2200	116.64		108351	05/20/15	2807 #2 Termite warranty
216483	13435	05/31/15	candle	lonestar	2200	86.60		108392	06/05/15	
216833	13560	06/30/15	candle	lonestar	2200	86.60		108540	07/09/15	Candlelight HOA monthly pest
216964	13706	08/02/15	candle	lonestar	2200	86.60		108599	08/05/15	Monthly exterior pest service
216965	13732	08/02/15	candle	lonestar	2200	216.50		108599	08/05/15	Su-Terr Termite Renewal
217177	13859	08/31/15	candle	lonestar	2200	86.60		108696	09/03/15	Monthly Exterior Pest
217186	81751	08/27/15	candle	rplee	2200	135.31		108701	09/03/15	2807 Wildflower #18. set traps
217264	3229	09/01/15	candle	binford	2200	221.92		108691	09/03/15	Termite Warranty Candlelight
217401	14015	09/24/15	candle	lonestar	2200	86.60		108786	10/06/15	Monthly exterior pest control
217643	14146	11/01/15	candle	lonestar	2200	86.60		108868	11/05/15	Monthly exterior pest Control
217882	14290	11/30/15	candle	lonestar	2200	86.60		108953	12/03/15	Monthly Exterior Pest Service
217904	3229	11/12/15	candle	binford	2200	519.61		108960	12/03/15	Termite renewal stations
						2,606.42	0.00			
<b>6700 Plumbing Expense</b>										
216061	12830	03/30/15	candle	holman1	2200	370.00		108235	04/07/15	After hours call - CV#16 water
216928	13721	07/24/15	candle	holman1	2200	106.75		108596	08/05/15	1" PVC water main busted,
217335	2508	09/14/15	candle	allday	2200	635.00		108732	09/16/15	Repaired several small leaks in
						1,111.75	0.00			
<b>6701 Porter Service</b>										
215739	112	02/03/15	candle	gunns	2200	93.75		108083	02/03/15	Porter service
215981	113	03/12/15	candle	gunns	2200	75.00		108192	03/16/15	
216177	114	04/11/15	candle	gunns	2200	75.00		108274	04/14/15	
216391	12117	05/05/15	candle	oneal	2200	32.48		108324	05/06/15	Clean up debris from around
216537	115	05/28/15	candle	gunns	2200	131.25		108390	06/05/15	Trash pick up Candlelight
216794	116	06/30/15	candle	gunns	2200	75.00		108518	07/06/15	Trash pick up Candlelight
						482.48	0.00			
<b>6705 Professional Fees</b>										
217158	182919	08/20/15	candle	thomp	2200	340.00		108705	09/03/15	2014 Federal income tax, state
217661	183568	10/27/15	candle	thomp	2200	425.00		108877	11/05/15	Research and communications
						765.00	0.00			
<b>6776 Trash Pick-up</b>										
217281	974	08/31/15	candle	tfry	2200	25.00		108709	09/04/15	Removed bulk items from
217422	992	09/30/15	candle	tfry	2200	50.00		108793	10/06/15	Picked up bulk items around
217681	1018	10/31/15	candle	tfry	2200	50.00		108876	11/05/15	Removed bulk items from
217859	129	11/30/15	candle	tfry	2200	50.00		108945	12/03/15	Picked up bulk items around
						175.00	0.00			
<b>6810 Utilities</b>										
215708	2031766	01/09/15	candle	btu	2200	85.62		108080	02/03/15	
215709	2032166	01/28/15	candle	btu	2200	468.17		108080	02/03/15	
215710	2032167	01/08/15	candle	btu	2200	255.83		108080	02/03/15	
215857	2031766	02/10/15	candle	btu	2200	85.62		108143	03/03/15	
215858	2032166	02/09/15	candle	btu	2200	601.66		108143	03/03/15	
215859	2032167	02/09/15	candle	btu	2200	329.37		108143	03/03/15	
216030	2031766	03/11/15	candle	btu	2200	87.14		108218	04/01/15	
216031	2032166	03/11/15	candle	btu	2200	666.69		108218	04/01/15	
216032	2032167	03/11/15	candle	btu	2200	327.92		108218	04/01/15	
216311	2032166	04/09/15	candle	btu	2200	163.50		108300	05/04/15	
216312	2032167	04/09/15	candle	btu	2200	321.34		108300	05/04/15	
216322	2031766	04/10/15	candle	btu	2200	80.09		108300	05/04/15	
216448	2031766	05/11/15	candle	btu	2200	79.97		108363	05/29/15	
216449	2032167	05/10/15	candle	btu	2200	316.39		108363	05/29/15	
216646	2032166	05/14/15	candle	btu	2200	1,296.58		108453	06/12/15	Utilites and water Candlelight
216688	2032166	06/10/15	candle	btu	2200	634.41		108493	07/01/15	Utilities Candlelight
216689	2032167	06/10/15	candle	btu	2200	288.58		108493	07/01/15	Candlelight Utilities
216695	2031766	06/11/15	candle	btu	2200	79.15		108493	07/01/15	Utilities Candlelight
216876	2031766	07/10/15	candle	btu	2200	77.14		108562	07/28/15	Utility Bill Candlelight
216888	2032166	07/10/15	candle	btu	2200	829.08		108562	07/28/15	Utilites Candlelight
216889	2032167	07/10/15	candle	btu	2200	234.20		108562	07/28/15	Candlelight utilities
217137	2032167	08/11/15	candle	btu	2200	506.12		108670	09/03/15	Utilities for CL
217147	2032166	08/11/15	candle	btu	2200	794.48		108670	09/03/15	Utilites for CL
217148	2031766	08/12/15	candle	btu	2200	77.46		108670	09/03/15	Utilities for CL
217357	2032166	09/10/15	candle	btu	2200	726.50		108751	09/25/15	Utilities
217358	2032167	09/10/15	candle	btu	2200	420.84		108751	09/25/15	Utilities

**Expense Distribution**  
**candle - Candlelight Village**  
**Invoice Date: 01/2015 - 12/2015**  
**Check Date: 01/2015 - 12/2015**

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Ctrl#	Invoice Number	Invoice Date	Property	Payee	Payable Account	Amount	Unpaid Amount	Check Number	Check Date	Description
217360	2031766	09/11/15	candle	btu	2200	78.36		108751	09/25/15	Utilities
217592	2032166	10/11/15	candle	btu	2200	750.33		108844	11/02/15	Candlelight utilities
217593	2032167	10/11/15	candle	btu	2200	396.12		108844	11/02/15	utilities candlelight
217594	2031766	10/12/15	candle	btu	2200	80.89		108844	11/02/15	utilities at Candlelight HOA
217785	2032166	11/09/15	candle	btu	2200	562.08		108917	11/19/15	utilities
217786	2032167	11/09/15	candle	btu	2200	317.01		108917	11/19/15	utilities
217789	2031766	11/10/15	candle	btu	2200	82.05		108917	11/19/15	utilities
218002	2032166	12/09/15	candle	btu	2200	552.20		109004	12/22/15	Utilities
218003	2032167	12/09/15	candle	btu	2200	298.47		109004	12/22/15	utilities
218026	2031766	12/09/15	candle	btu	2200	85.46		109011	12/28/15	utilities
						13,036.82	0.00			
						103,248.30	0.00			



# PROSPERITY BANK®

Visit us online at ProsperityBankUSA.com

Statement Date

12/31/2015

8489 1 AV 0.391

Account No

CANDLELIGHT HOMEOWNERS ASSN

903 TEXAS AVE S

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COLLEGE STATION TX 77840-2228



1

## STATEMENT SUMMARY

TX Business Money Market Account No

12/01/2015	Beginning Balance		\$38,410.86
	2 Deposits/Other Credits	+	\$544.96
	0 Checks/Other Debits	-	\$0.00
12/31/2015	Ending Balance	31 Days in Statement Period	\$38,955.82

## DEPOSITS/OTHER CREDITS

Date	Description	Amount
12/03/2015	Deposit	\$540.00
12/31/2015	Accr Earning Pymt Added to Account	\$4.96

## DAILY ENDING BALANCE

Date	Balance	Date	Balance	Date	Balance
12-01	\$38,410.86	12-03	\$38,950.86	12-31	\$38,955.82

## EARNINGS SUMMARY

\*\* Below is an itemization of the Earnings paid this period. \*\*

Interest Paid This Period	\$4.96	Annual Percentage Yield Earned	0.15 %
Interest Paid YTD	\$53.81	Days in Earnings Period	31

9001

102391 : 00848901





## **Candlelight Village HOA Dues Delinquencies as of January 23, 2016**

<b>Unit #12-</b>	<b>\$600.00</b>	<b>Current on Dues, paying down Special Assessment.</b>
<b>Unit #41-</b>	<b>\$1,363.98</b>	<b>Making payments toward special assessment. (lien on property)</b>
<b>Unit #27-</b>	<b>\$375.00</b>	<b>Has been contacted and pays several months at one time.</b>

**Total Delinquent HOA Dues January 28, 2015 \$4,568.00**

**Total Delinquent HOA Dues January 23, 2016 \$2,338.98**

## Candlelight Village Homeowner's Association 2016 Budget

	<u>2015</u> Budget	<u>2015</u> Actual	<u>2016</u> Budget
HOA Dues Collected	64,800.00	64,509.78	71,100.00
Late Fees/Transfer fee		741.02	
Assessment Income		2,395.00	
Legal Fees		206.22	
<b>Total</b>		<b>67,852.02</b>	

Percentage of dues	100%	100%	100%
	2015 Budget	2015 Actual	2016 Budget
Lawn Maintenance	11,000.00	13,479.65	12,000.00
Insurance	15,186.23	15,260.76	15,500.00
Office Supplies/Meeting Room	350.00	26.52	200.00
Pest Control	2,500.00	2,606.42	2700.00
Plumbing	750.00	1,111.75	900.00
Utility Expense	13,795.00	14,051.57	14,100.00
Management Fee	5,400.00	4,800.00	5,400.00
General Maintenance	1,500.00	2,621.98	1,500.00
Legal, Professional fees	500.00	1,640.00	1,200.00
Porter Service (****)	900.00	657.48	900.00
Electrical Repairs	300.00	0.00	0.00
Fence Repair	2,500.00	485.00	250.00
Bank Loan (monthly) (est.) 7yr			1,150.00
Concrete Repair/Parking Lot	0.00	2,850.00	0.00
Roof Repair			
<b>Total Expenses</b>	<b>54,681.23</b>	<b>59,591.13</b>	<b>55,800.00</b>
Construction/ New Projects		37,296.25	
<b>Total Expenses</b>	<b>54,681.23</b>	<b>96,887.38</b>	<b>55,800.00</b>
<b>Transfer to Reserve Acct.</b>	<b>6,480.00</b>	<b>6,426.00</b>	<b>7,110.00</b>
<b>Total</b>	<b>61,161.23</b>	<b>103,313.38</b>	<b>62,910.00</b>
<b>Difference</b>	<b>3,638.77</b>	<b>&lt;35,461.57&gt;</b>	<b>8,190.00</b>

<b>Estimated Ending Balance for 2016 Operating Acct.</b>	<b>\$16,278.25</b>
--	--------------------

Total collection: \$64,800 if 100% of Homeowner's dues are collected.

Reserve Account Prosperity 12/31/2015, Balance: \$38,955.82

**Total Cash available as of December 31, 2015: \$47,044.07**

Property Type is 'Residential' Status is one of 'Active', 'Offer Pending Signature', 'Withdrawn', 'Expired', 'Contingency Contract', 'Exclusive Agency', 'Terminated', 'Under Contract w/ Bckp' Status is one of 'Sold', 'Option Contract', 'Temporarily Off Market' Status Contractual Search Date is 01/01/2015+ Status is 'Under Contract' Status Contractual Search Date is 01/21/2016 to 07/25/2015 Subdivision Code is 'Candlelight Village'

**Residential**

**Sold Properties**

MLS #	Address	Unit #	# Bd	# FH	Bth	GarCap	Subd Code	Yr Blt	Apx Ht	Ar	LP/SqFt	List Price	Sold Price	AvgSP\$/Sqft	Sold Date	SP%LP	DOM
101155	2807 WILDFLOWER #35	35	2	1/1		NONE	Candlelight Village	1981	1,206		\$53.81	\$64,900	\$59,000	\$48.92	08/31/2015	90.91	9
97997	2807 WILDFLOWER #19	19	2	1/1		NONE	Candlelight Village	1981	1,206		\$53.81	\$64,900	\$64,000	\$53.07	05/01/2015	98.61	4
1500309	2807 Wildflower Drive #5	5	2	1/1		NONE	Candlelight Village	1981	1,206		\$57.96	\$69,900	\$67,000	\$55.56	11/18/2015	95.85	27
101483	2807 WILDFLOWER #23	23	2	1/1		NONE	Candlelight Village	1981	1,206		\$66.25	\$79,900	\$75,000	\$62.19	10/30/2015	93.87	69
95822	2807 WILDFLOWER #39	39	3	2/-			Candlelight Village	1981	1,459		\$54.76	\$79,900	\$79,900	\$54.76	04/17/2015	100.00	70
<b># LISTINGS:</b>		<b>5</b>	<b>Medians:</b>					1981	1,206		\$54.76	\$69,900	\$67,000	\$54.76		95.85	27
			<b>Minimums:</b>					1981	1,206		\$53.81	\$64,900	\$59,000	\$48.92		90.91	4
			<b>Maximums:</b>					1981	1,459		\$66.25	\$79,900	\$79,900	\$62.19		100.00	70
			<b>Averages:</b>					1981	1,257		\$57.32	\$71,900	\$68,980	\$54.90		95.85	36

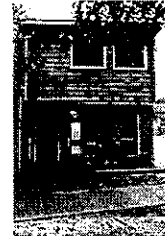
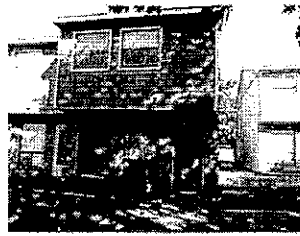
**Quick Statistics ( 5 Listings Total )**

	Min	Max	Average	Median
List Price	\$64,900	\$79,900	\$71,900	\$69,900
Sold Price	\$59,000	\$79,900	\$68,980	\$67,000

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\*\*\* This is a broker price opinion or comparative market analysis and should not be considered an appraisal. \*\*\*  
Basic descriptive info only; Not guaranteed. Sizes and taxes are approximate.

## 3-Up Comparison



<b>Details</b> <b>2807 WILDFLOWER #39 Dr</b> <b>95822</b> <b>Sold/Residential</b> <b>B13</b> <b>Bryan</b> <b>Brazos</b> <b>77802-3046</b>		<b>Details</b> <b>2807 WILDFLOWER #35 Dr</b> <b>101155</b> <b>Sold/Residential</b> <b>B13</b> <b>Bryan</b> <b>Brazos</b> <b>77802-3045</b>		<b>Details</b> <b>2807 WILDFLOWER #23 Dr</b> <b>101483</b> <b>Sold/Residential</b> <b>B13</b> <b>Bryan</b> <b>Brazos</b> <b>77802-3044</b>	
ML #	95822	ML #	101155	ML #	101483
Status/Prop	Sold/Residential	Status/Prop	Sold/Residential	Status/Prop	Sold/Residential
Zone	B13	Zone	B13	Zone	B13
City	Bryan	City	Bryan	City	Bryan
County	Brazos	County	Brazos	County	Brazos
Zip Code	77802-3046	Zip Code	77802-3045	Zip Code	77802-3044
Type	Condo	Type	Condo	Type	Condo
Style	Traditional	Style		Style	
Apx Heated Area	1,459	Apx Heated Area	1,206	Apx Heated Area	1,206
Level	Two Story or More	Level	One Story	Level	One Story
HOA Fee	Yes	HOA Fee	Yes	HOA Fee	Yes
Year Blt	1981	Year Blt	1981	Year Blt	1981
Lot Desc		Lot Desc		Lot Desc	
# Acres	0.08	# Acres	0.08	# Acres	0.08
Lot Size	3,660	Lot Size	3,660	Lot Size	3,659
#Bedrooms	3	#Bedrooms	2	#Bedrooms	2
#FullBaths	2	#FullBaths	1	#FullBaths	1
#Half Baths		#Half Baths	1	#Half Baths	1
Living Areas:	1 Area or Room	Living Areas:	1 Area or Room	Living Areas:	
Interior Features	Blinds/Shades, Ceiling Fan, Raised Ceiling, Smoke Alarm	Interior Features		Interior Features	
Exterior	Patio/Deck	Exterior		Exterior	
Exterior Constr	Brick	Exterior Constr		Exterior Constr	
Foundation	Slab	Foundation		Foundation	
Garage Cap		Garage Cap	None	Garage Cap	None
Garage Type		Garage Type		Garage Type	
Fireplace Type		Fireplace Type		Fireplace Type	
Room Areas		Room Areas		Room Areas	
Miscellaneous		Miscellaneous		Miscellaneous	
Heating	Central Electric, Please use GAS or ELEC to indicate the type of CENTRAL heat	Heating	Central Electric	Heating	Central Electric
Cooling	Central, Electricity	Cooling	Electricity	Cooling	Electricity
Subdivision	Candlelight Village	Subdivision	Candlelight Village	Subdivision	Candlelight Village
School District	Bryan	School District	Bryan	School District	Bryan
Flood Insurance		Flood Insurance		Flood Insurance	Not Required
Zoning Type		Zoning Type		Zoning Type	
List Date	01/11/2015	List Date	08/05/2015	List Date	08/22/2015
Pending Date	03/24/2015	Pending Date	08/14/2015	Pending Date	10/30/2015
Sold Date	04/17/2015	Sold Date	08/31/2015	Sold Date	10/30/2015
DOM	70	DOM	9	DOM	69
List Price	\$79,900	List Price	\$64,900	List Price	\$79,900
Sold Price	\$79,900	Sold Price	\$59,000	Sold Price	\$75,000
Orig List Price	\$79,900	Orig List Price	\$64,900	Orig List Price	\$79,900
List Price/SqFt	54.7640	List Price/SqFt	53.8140	List Price/SqFt	66.2520
Sold Price/SqFt	54.7640	Sold Price/SqFt	48.9220	Sold Price/SqFt	62.1891
SP/LP Ratio	100.00%	SP/LP Ratio	90.91%	SP/LP Ratio	93.87%
Taxable Val.		Taxable Val.		Taxable Val.	



Details		Details	
ML #	<b>2807 WILDFLOWER #19 #1</b>	ML #	<b>2807 Wildflower Drive #5</b>
Status/Prop	<b>97997</b>	Status/Prop	<b>1500309</b>
Zone	<b>Sold/Residential</b>	Zone	<b>Sold/Residential</b>
City	<b>B13</b>	City	<b>B13</b>
County	<b>Bryan</b>	County	<b>Bryan</b>
Zip Code	<b>Brazos</b>	Zip Code	<b>Brazos</b>
	<b>77802-3043</b>		<b>77802-3041</b>
Type	<b>Condo</b>	Type	<b>Condo</b>
Style	<b>Traditional</b>	Style	<b>Traditional</b>
Apx Heated Area	<b>1,206</b>	Apx Heated Area	<b>1,206</b>
Level	<b>Two Story or More</b>	Level	<b>Two Story or More</b>
HOA Fee	<b>Yes</b>	HOA Fee	<b>Yes</b>
Year Blt	<b>1981</b>	Year Blt	<b>1981</b>
Lot Desc		Lot Desc	<b>Large Trees, Level</b>
# Acres	<b>0.08</b>	# Acres	<b>0.08</b>
Lot Size	<b>3,659</b>	Lot Size	<b>3,660</b>
#Bedrooms	<b>2</b>	#Bedrooms	<b>2</b>
#FullBaths	<b>1</b>	#FullBaths	<b>1</b>
#Half Baths	<b>1</b>	#Half Baths	<b>1</b>
Living Areas:	<b>1 Area or Room</b>	Living Areas:	<b>1 Area or Room</b>
Interior Features	<b>Blinds/Shades, Ceiling Fan, Smoke Alarm</b>	Interior Features	<b>Blinds/Shades, Ceiling Fan, Smoke Alarm</b>
Exterior	<b>Patio/Deck</b>	Exterior	<b>Patio/Deck</b>
Exterior Constr	<b>Brick, Hardi Plank</b>	Exterior Constr	<b>Brick, Hardi Plank</b>
Foundation	<b>Slab</b>	Foundation	<b>Slab</b>
Garage Cap	<b>None</b>	Garage Cap	<b>None</b>
Garage Type		Garage Type	<b>None</b>
Fireplace Type		Fireplace Type	
Room Areas		Room Areas	<b>Family Room, Kit/Din Combo</b>
Miscellaneous		Miscellaneous	
Heating	<b>Central Electric</b>	Heating	<b>Central Electric</b>
Cooling	<b>Central, Electricity</b>	Cooling	<b>Central Electric</b>
Subdivision	<b>Candlelight Village</b>	Subdivision	<b>Candlelight Village</b>
School District	<b>Bryan</b>	School District	<b>Bryan</b>
Flood Insurance	<b>Not Required</b>	Flood Insurance	<b>Not Required</b>
Zoning Type		Zoning Type	
List Date	<b>03/31/2015</b>	List Date	<b>10/22/2015</b>
Pending Date	<b>04/06/2015</b>	Pending Date	<b>10/30/2015</b>
Sold Date	<b>05/01/2015</b>	Sold Date	<b>11/18/2015</b>
DOM	<b>4</b>	DOM	<b>27</b>
List Price	<b>\$64,900</b>	List Price	<b>\$69,900</b>
Sold Price	<b>\$64,000</b>	Sold Price	<b>\$67,000</b>
Orig List Price	<b>\$64,900</b>	Orig List Price	<b>\$69,900</b>
List Price/SqFt	<b>53.8140</b>	List Price/SqFt	<b>57.9602</b>
Sold Price/SqFt	<b>53.0680</b>	Sold Price/SqFt	<b>55.5556</b>
SP/LP Ratio	<b>98.61%</b>	SP/LP Ratio	<b>95.85%</b>
Taxable Val.		Taxable Val.	

This information has been secured from sources that are believed to be reliable, but no representation or warranty is made by MLS, expressed or implied, as to the accuracy of the information. It should be independently verified.



**Named Insured:** Candlelight Village Condo Owners Assoc  
**Address:** 903 S Texas Ave, College Station, TX, 77840  
**Coverage Period:** 12:01 a.m. on 10/1/2015 at location of insured property to 12:01 a.m. on 10/1/2016 at location of insured property

<b>Companies</b>	A. Peleus Insurance Company (A XII) provides coverage for \$5 million of loss per location per occurrence.
	B. Losses excess of \$5 million per location, per occurrence insured by syndicated excess layering. All carriers rated A- VII or better by A.M. Best
	C. Travelers Property Casualty Company of America (A+XV) provides coverage for Equipment Breakdown
	D. Underwriters at Lloyd's Syndicate 4000 (A XV) provides coverage for Terrorism

<b>Policy Territory</b>	United States of America including the District of Columbia
<b>Coverages</b>	Buildings; Business Personal Property; Business Income/Loss of Rents; Extra Expense; Equipment Breakdown; and Terrorism Insured Location(s): See the latest Statement of Values on file with the Company(ies), which is incorporated into this Declarations Certificate
<b>Perils Insured</b>	Risks of Direct Physical Loss or Damage; excluding Earthquake; excluding Flood.

Valuation	Scheduled Values	Coinsurance	Valuation
Real Property	3,039,120	Nil %	Replacement Cost
Bus. Personal Property	0	Nil %	Replacement Cost
Bus. Income Loss of Rents	0	Nil %	Actual Loss Sustained
Other	0	Nil %	Replacement Cost
<b>Total Insured Value</b>	<b>3,039,120</b>		

Actual Cash Value applies to Wind/Hail claims on existing roof coverings that have been in place on a building or structure of an Insured Location for more than fifteen (15) years and one (1) day. Vacant buildings will be valued at actual cash value.

<b>Conditions</b>	<ul style="list-style-type: none"> <li>Company has (30) day Notice of Cancellation (NOC) except ten (10) day for non-payment of premium</li> <li>Wind/Hail/Hurricane is excluded at any location in High Hazard Wind Counties as per NC R6 06 04 14 at any one Insured Location unless a value is inserted on Item C.6. of the Statement of Values of this Declarations Certificate for each reported location.</li> <li>Premium includes a separate charge for Terrorism and Equipment Breakdown.</li> <li>Vacancy is defined in the governing forms and applies to any building with more than 50% of the square footage of the entire building not being:             <ul style="list-style-type: none"> <li>(1) Rented to or occupied by, a lessee or sub-lessee; or</li> <li>(2) Used by the building owner to conduct customary operations</li> </ul> </li> <li>Flood, if provided, is Excluded at any Building wholly or partially in FEMA zones prefaced A, V, and B, or X shaded and any Tier 1 location regardless of FEMA zone.</li> <li>Earthquake, if provided, is Excluded at any Location in California, Hawaii, Alaska, Oregon, Washington, and High Hazard Earthquake, Volcanic Eruption, Landslide counties as per NC R6 09 04 13.</li> <li>Membership Participation in Strata Real Estate Services Association required.</li> <li>CERTIFICATION OF LOSS HISTORY SIGNED BY PRINCIPAL OF NAMED INSURED IS REQUIRED PRIOR TO BINDING COVERAGE.</li> </ul>
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**Comments**



**A. Policy Limit**

In no event shall liability under this Declarations Certificate arising out of one Occurrence exceed the limit shown in the Declarations Certificate, nor shall liability in any one Occurrence exceed the individually stated value for each scheduled item as shown in the latest Statement of Values or other documentation on file with the Company, nor shall liability exceed any specific Sublimit of Insurance applying to any insured loss, coverage or Insured Location(s).

The premium for this Declarations Certificate is based on the Statement of Values on file with the Company, or attached to this Declarations Certificate. In the event of loss hereunder, liability of the Company, subject to the terms noted in paragraph A. above, shall be limited to the least of the following:

- (a) the actual adjusted amount of loss of each scheduled item at the Insured Location which had the loss, less applicable deductible(s).
- (b) the individually stated value for each scheduled item which had the loss at the Insured Location, as shown on the latest Statement of Values on file with the Company, less applicable deductible(s). If no value is shown for a scheduled item then there is no coverage for that item.
- (c) the Limit of Insurance shown on this Declarations Certificate or endorsed onto this Declarations Certificate (Maximum of \$50,000,000 any one location).

**Example:**

The limits shown in the example below apply for this example only and do not reflect the limits quoted in this Declarations Certificate. The example also assumes there is no coinsurance or other limits involved:

<u>Location 1</u>		<u>Location 2</u>	
Scheduled value -- Building	\$100,000	Scheduled value -- Building	\$200,000
Actual adjusted amount of loss -- Building	\$25,000	Actual adjusted amount of loss -- Building	\$205,000
Scheduled value -- Rents	\$50,000	Scheduled value -- Rents	\$75,000
Actual adjusted amount of loss -- Rents	\$75,000	Actual adjusted amount of loss -- Rents	\$25,000
		Limit of Insurance	\$5,000,000 per Occurrence

In this example, the total liability of the Company for the Occurrence is limited to \$300,000 less applicable deductible(s). This is because:

1. The liability of the Company on each scheduled item is limited as follows:
  - i. Building at Location 1: building is limited to \$25,000 because the actual adjusted amount of the loss is less than the scheduled value for that item;
  - ii. Location 1 rents is limited to \$50,000 because the scheduled value is less than the actual adjusted amount of the loss for that item;
  - iii. Location 2 building is limited to \$200,000 because the scheduled value is less than the actual adjusted amount of the loss for that item; and
  - iv. Location 2 rents is limited to \$25,000 because the actual adjusted amount of the loss is less than the scheduled value for that item; and
2. The total of the limits on each scheduled item of property (\$25,000 + \$50,000 + \$200,000 + \$25,000 = \$300,000 less applicable deductibles) is less than the Declarations Certificate's Limit of Insurance (in this example) of \$5,000,000 per Occurrence.



B. Limits of Insurance	For application of Sublimits of Insurance refer to Section M. (Sublimits of Insurance) in the General Conditions of the Governing Forms. Sublimits apply on each Insured Location per Occurrence unless otherwise specified.
1. Buildings, per Statement of Values on file with insurer for any one Insured Location in any one Occurrence:	Included
2. Business Personal Property, per Statement of Values on file with insurer for any one Insured Location in any one Occurrence:	Included
3. Electronic Data Processing Equipment and Electronic Data Processing Data and Media for any one Insured Location in any one Occurrence:	\$100,000
4. Accounts Receivable for any one Insured Location in any one Occurrence:	\$100,000
5. Valuable Papers for any one Insured Location in any one Occurrence:	\$50,000
6. Fine Arts, in any one Occurrence:	\$100,000
Subject to a maximum per item:	\$10,000
7. Newly Constructed or Acquired Property for any one building at any one Insured Location, in any one Occurrence:	\$100,000
Maximum number of days to report newly constructed or acquired locations:	90 Days
8. Outdoor Property including Debris Removal for any one Insured Location in any one Occurrence:	\$50,000
Subject to a maximum for any one item:	\$10,000
9. Personal Effects of Officers and Employees of the Insured:	
Per Employee:	\$1,000
Subject to a maximum at any one Insured Location in any one Occurrence:	\$5,000
10. Covered Property at Undescribed Premises for any one Insured Location in any one Occurrence:	\$10,000
11. Covered Property in Transit, in any one Occurrence:	\$25,000
12. Limited Coverage for Pollutant Cleanup and Removal (per NC.R2 38-04-13) for any one Insured Location in any one Occurrence and policy term:	\$5,000
13. Claim Data Expense for any one Insured Location in any one Occurrence:	\$5,000
14. Ordinance or Law:	
a. Loss to the Undamaged Portion for any one Insured Location in any one Occurrence:	Included
b. Demolition for any one Insured Location in any one Occurrence: 10% of Building Values not to exceed in any one Occurrence:	\$1,000,000
c. Increased Cost of Construction for any one Insured Location in any one Occurrence: 10% of Building Values not to exceed in any one Occurrence:	\$1,000,000
15. Business Income:	
a. Business Income, per Statement of Values on file with insurer for any one Insured Location in any one Occurrence:	Included
b. Rental Value, per Statement of Values on file with insurer for any one Insured Location in any one Occurrence:	Included
c. Ordinary Payroll:	Excluded
d. Extended Business Income or Rental Value for any one Insured Location in any one Occurrence:	90 Days
e. Civil Authority thirty (30) days subject to a maximum for any one Insured Location in any one Occurrence:	\$100,000
f. Ordinance or Law - Increased Period of Restoration for any one Insured Location in any one Occurrence:	\$1,000,000
g. Newly Constructed or Acquired Locations for any one building at any one Insured Location in any one Occurrence:	Included in Item 7
h. Maximum number of days to report newly constructed or acquired locations:	90 Days
i. Undescribed Premises for any one Insured Location in any one Occurrence:	Included in Item 10
j. Claim Data for any one Insured Location in any one Occurrence:	Included in Item 13





**B. Limits of Insurance (continued)**

16. Extra Expense	
a. Extra Expense for any one Insured Location in any one Occurrence:	\$500,000
b. Civil Authority thirty (30) days subject to a maximum for any one Insured Location in any one Occurrence:	\$100,000
c. Ordinance or Law - Increased Period of Restoration for any one Insured Location in any one Occurrence:	\$100,000
d. Newly Constructed or Acquired Locations for any one building at any one Insured Location in any one Occurrence:	Included in Item 7
e. Undescribed Premises for any one Insured Location in any one Occurrence:	Included in Item 10
f. Claim Data for any one Insured Location in any one Occurrence:	Included in Item 13
17. Leasehold Interest for any one Insured Location in any one Occurrence:	\$50,000
18. Earthquake, Volcanic Eruption, Landslide and Mine Subsidence - aggregate in any one policy year, for all losses covered under this policy, commencing with the inception date of this policy:	
a. Occurring in counties identified as High Hazard Counties as per NC R6:09 04 13:	Excluded
b. Occurring in covered territory other than above:	Excluded
If more than one Annual Aggregate Limit applies for any one Insured Location in any one Occurrence, the maximum the Company will pay is the highest involved Aggregate Limit. The maximum the Company will pay during each annual period is the largest of the Annual Aggregate Limits shown.	
19. Flood - including back up of sewers and drains regardless of cause, aggregate in any one policy year, for all losses covered under this policy, commencing with the inception date of this policy:	
a. Occurring at Insured Locations, except this policy does not cover loss resulting from Flood to buildings, structures, or property in the open within Flood Zone A, B, V, or Shaded X Zones prefixed A, B, V, or Shaded X as classified under the National Flood Insurance Program or property in or on buildings or structures located within such Flood Zones:	Excluded
b. Occurring in covered territory other than above in any one occurrence:	Excluded
Any loss resulting from Flood to a building, structure or property in the open which is, at the time of loss, within more than one Flood Zone will be subject to the insurance and Annual Aggregate, if any, that would apply under this policy if that building, structure or property in the open was wholly located within the most hazardous of the Flood Zones. The Flood Zone that applies to a building or structure will also apply to any property in or on such building or structure. If more than one Annual Aggregate Limit applies for any one Insured Location in any one Occurrence, the maximum the Company will pay is the highest involved Aggregate Limit. The maximum the Company will pay during each annual period is the largest of the Annual Aggregate Limits shown.	
20. Boiler and Machinery Property Damage, in any one accident:	Per Travelers Policy
21. Limited Coverage for "Mold, Mildew, Wet Rot, Dry Rot, and Other Fungi" (per NC R2:39 04 13): Coverage	
a. Direct Damage; Aggregate for any one Insured Location in any one Policy period:	\$2,500
b. Business Income, Rental Value and Extra Expense:	Excluded
22. Limited Asbestos Coverage (per NC R2:38 04 13):	
a. Aggregate, for any one Insured Location in any one Policy period:	\$10,000
b. Business Income, Rental Value and Extra Expense: All as per the terms and conditions of the Asbestos Exclusion Clause, Form #NC R2 38:	Excluded
23. Water, other liquids, powder, or molten material damage:	Included
24. Debris Removal for any one Insured Location in any one Occurrence, (whichever is less):	10% of the PD Loss or \$1,000,000
25. Terrorism, in any one Occurrence:	Per Lloyd's Policy



<b>C. Deductibles</b>	
For application of Deductibles refer to Section B, Application of Deductibles in the General Conditions of the Governing Forms	
1. To Business Income Coverage and Rental Value Coverage for any one Insured Location in any one Occurrence:	Per Deductible Schedule
2. To Extra Expense Coverage for any one Insured Location in any one Occurrence:	Per Deductible Schedule
3. By Earthquake, Volcanic Eruption, Landslide and Mine Subsidence for all losses covered under this policy:	
a. Occurring in counties identified as High Hazard Counties as per NC R6 09 04 13 in any one Occurrence:	Excluded
b. Occurring in covered territory other than above, at any one Insured Location, if applicable:	Excluded
As respects Extra Expense only for any one Insured Location in any one Occurrence:	24 Hours
4. By Flood for all losses covered under this policy, for any one Insured Location, if applicable:	Excluded
5. Civil Authority for any one Insured Location in any one Occurrence:	24 Hours
6. By Wind, Hail or Hurricane for all losses covered under this policy:	
a. Occurring as a result of any Windstorm including a Named Storm declared by the National Weather Service in counties identified as High Hazard Counties as per NC R6 06 04 14, at any one Insured Location:	Per Deductible Schedule
b. Occurring in covered territory other than above, at any one Insured Location, if applicable:	Per Deductible Schedule
7. To any other covered loss for each Insured Location in any one Occurrence:	Per Deductible Schedule
8. Loss due to a fire which emanates from a permanently attached cooking surface protected at the time of loss by an approved, charged and properly installed "Stove Top Fire Suppression System":	NIL

<b>D. Definitions</b>	
• <b>Excluded:</b> means not covered and not insured by the terms of this policy.	
• <b>Included:</b> means included in the policy limit.	
• <b>Limit of Insurance:</b> means the maximum amount the Company(ies) will pay for all loss or damage and is subject to amount declared at each Location as reflected in the latest Statement of Values on file with Company(ies) at the time of loss.	
• <b>Insured Location:</b> means any Location of the Named Insured, (a) listed on a Schedule of Locations or Statement of Values on file and agreed by the Company(ies), (b) covered under Newly Constructed or Acquired Property or (c) covered at undesignated Premises, including the area within one thousand (1000) feet of such location, all within the Territorial Limits of the Policy, it being understood that all listed locations may be comprised of more than one street address.	
• <b>Occurrence:</b> shall mean any one loss, disaster, casualty, or series of losses, disasters, or casualties arising out of one event. When the term applies to loss or losses from the perils of tornado, cyclone, hurricane, windstorm, hail, flood, riot, riot attending a strike, civil commotion, or vandalism and malicious mischief, one event shall be construed to be all losses arising during a continuous period of 72 hours. When the term applies to loss or losses from the perils of earthquake and volcanic eruption, one event shall be construed to be all losses arising during a continuous period of 168 hours. When filing a proof of loss, Strata Real Estate Services Association may elect the moment at which the 72 or 168 hour period shall be deemed to have commenced, which may not be earlier than the time when the first loss to covered property occurs.	
• <b>Statement of Values:</b> means a schedule on file with the Company(ies) provided by the Named Insured that lists by spreadsheet the name, address and insurable values of property insured hereunder.	
• <b>Windstorm:</b> means the direct action of wind, wind-driven precipitation, hail, or sleet from any storm or weather condition.	



**E. Valuation Provision**

Replacement Cost applies as per NC R5 05 04 13, except as otherwise stated within Replacement Cost Form NC R5 05 04 13, within this certificate, or elsewhere within the Governing Forms.

**F. Sole Agent Provision**

For any insurance afforded by this policy, Strata Real Estate Services Association shall act on behalf of all Named Insureds with respect to the giving and receiving of notice of cancellation or nonrenewal, the payment of premiums and the receiving of return premiums, and accepting of any endorsement issued to form a part of this policy. The retail agent is responsible for notifying all insureds and lenders of such actions.

**G. Designated Loss Adjusters**

Strata Claims Management, LLC, 8144 Walnut Hill Lane Suite 1490, Dallas, TX, 75231 (claims@strataclaims.com) will adjust each and every loss with all participating Insurers, unless otherwise designated by Strata Real Estate Services Association.

**H. Certificate Forms**

- Governing Form NC R0 02 04 14, including terms, conditions, exclusions and coverage clauses, and forms attached thereto and listed in the Index of Forms.
- Endorsement # 1: Contract Endorsement (difference in Conditions between master policy and this Declarations Certificate)
- Endorsement # 2: Protective Safeguards Endorsement

**I. Surplus Lines Agent**

Strata Underwriting Managers, 8144 Walnut Hill Lane Suite 1490, Dallas, TX, 75231

**J. Disclosure Statement**

STRATA UNDERWRITING MANAGERS IS THE UNDERWRITING MANAGER FOR THE PLACEMENT OF THE MASTER POLICIES AND THE ADMINISTRATOR OF THE INSURANCE PROGRAMS. STRATA UNDERWRITING MANAGERS RECEIVES COMMISSIONS AND FEES RELATED TO THE INSURANCE PROGRAMS.

RESTRICTIVE TERMS PRESCRIBED IN THE DECLARATIONS CERTIFICATE FOR AN INDIVIDUAL NAMED INSURED SUPERSEDE ANY INCONSISTENT TERMS CONTAINED IN THE MASTER POLICIES, INCLUDING BUT NOT LIMITED TO ANY TERMS ESTABLISHING OR RESTRICTING COVERAGE AND DEDUCTIBLES. AN INDIVIDUAL NAMED INSURED MAY REQUEST A COPY OF THE APPLICABLE MASTER POLICY FOR THE INSURANCE PROGRAM FROM STRATA UNDERWRITING MANAGERS. AN INDIVIDUAL NAMED INSURED'S QUESTIONS REGARDING THE MASTER POLICY SHOULD BE SUBMITTED TO STRATA UNDERWRITING MANAGERS.

A PORTION OF THIS INSURANCE CONTRACT IS WITH INSURERS NOT LICENSED TO TRANSACT INSURANCE IN THIS STATE AND IS ISSUED AND DELIVERED AS SURPLUS LINE COVERAGE UNDER THE VARIOUS STATES' INSURANCE STATUTES. THE VARIOUS STATE REGULATORY AGENCIES DO NOT AUDIT THE FINANCES OR REVIEW THE SOLVENCY OF THE SURPLUS LINES INSURERS PROVIDING THE COVERAGE AND THE INSURERS ARE NOT A MEMBER OF ANY PROPERTY AND CASUALTY INSURANCE GUARANTY ASSOCIATION CREATED UNDER STATE STATUTES. SUCH STATUTES REQUIRE PAYMENT OF A STATE SURPLUS LINES TAX ON GROSS PREMIUMS AND FEES. SPECIFICALLY, THE TEXAS DEPARTMENT OF INSURANCE DOES NOT AUDIT THE FINANCES OR REVIEW THE SOLVENCY OF THE SURPLUS LINES INSURER PROVIDING THIS COVERAGE, AND THE INSURER IS NOT A MEMBER OF THE PROPERTY AND CASUALTY INSURANCE GUARANTY ASSOCIATION CREATED UNDER ARTICLE 21.28-C, INSURANCE CODE, SECTION 12, ARTICLE 1.14-2, INSURANCE CODE, REQUIRES PAYMENT OF A 4.85% PERCENT TAX ON TAXABLE GROSS PREMIUM. A PORTION OF THE PAYMENT MADE BY THE INSURED INCLUDES FUNDING OF A SELF-FUNDED AGGREGATE DEDUCTIBLE ACCOUNT USED TO PAY CLAIMS AND IS NOT TAXED. THE LOSSES OF ALL INSURED CERTIFICATE HOLDERS CONTRIBUTE TO THE EROSION OF THE AGGREGATE GROUP DEDUCTIBLE. ANY UNUSED FUNDS WITHIN THE SELF-FUNDED AGGREGATE DEDUCTIBLE ACCOUNT ARE NOT RETURNED TO THE INSURED.



High Hazard Wind Counties (NC:R6 06 04 14)

The following listing of high hazard wind counties (parishes in Louisiana) by State is provided to determine applicable Coverage, Limit(s) of Insurance and Deductible(s) referred to in the Special Conditions section above.

State	Counties/Parishes
Alabama	Baldwin, Mobile
Connecticut	Fairfield, Middlesex, New Haven, New London
Delaware	Kent, New Castle, Sussex
Florida	Entire State
Georgia	Bryan, Camden, Chatham, Glynn, Liberty, McIntosh
Hawaii	Entire State
Louisiana	Cameron, Iberia, Jefferson, Lafourche, Orleans, Plaquemines, St. Bernard, St. Mary, St. Tammany, Terrebonne, Vermilion
Massachusetts	Barnstable, Bristol, Dukes, Essex, Nantucket, Norfolk, Plymouth, Suffolk
Maryland	DAnne Arundel, Baltimore, Baltimore City, Calvert, Cecil, Charles, Dorchester, Harford, Kent, Queen Anne's, St. Mary's, Somerset, Talbot, Wicomico, Worcester
Maine	Cumberland, Hancock, Knox, Lincoln, Sagadahoc, Waldo, Washington, York
Mississippi	Hancock, Harrison, Jackson
New Hampshire	Rockingham
New Jersey	Atlantic, Cape May, Cumberland, Hudson, Middlesex, Monmouth, Ocean, Passaic, Salem
New York	Bronx, Kings, Nassau, New York, Queens, Suffolk, Richmond, Westchester
North Carolina	Beaufort, Brunswick, Carteret, Craven, Currituck, Dare, Hyde, New Hanover, Onslow, Pamlico, Pender
Rhode Island	Bristol, Kent, Newport, Providence, Washington
South Carolina	Beaufort, Berkeley, Charleston, Colleton, Georgetown, Horry, Jasper
Texas	Aransas, Brazoria, Calhoun, Cameron, Chambers, Galveston, Harris, Jackson, Jefferson, Kenedy, Kleberg, Matagorda, Nueces, Refugio, San Patricio, Willacy
Virginia	Accomack, Beach City, Chesapeake, Gloucester, Hampton City, Lancaster, Mathews, Middlesex, Newport News, Norfolk City, Northumberland, North Hampton, Poquoson City, Portsmouth City, Suffolk, Virginia Beach, York



High Hazard Earthquake, Volcanic Eruption, Landslide counties (NC R6 09 04 13)

The following listing of high hazard High Hazard Earthquake, Volcanic Eruption, Landslide counties by State is provided to determine applicable Coverage, Limit(s) of Insurance and Deductible(s) referred to in the Special Conditions section above:

State	Counties
Alaska	Entire State
California	Entire State
Hawaii	Entire State
Oregon	Entire State
Washington	Entire State
Arkansas	Clay, Craighead, Crittenden, Cross, Greene, Lawrence, Mississippi, Poinsett, Randolph
Illinois	Alexander, Franklin, Gallatin, Hamilton, Hardin, Jackson, Johnson, Massac, Perry, Pope, Pulaski, Saline, Union, White, Williamson
Kentucky	Ballard, Caldwell, Calloway, Carlisle, Crittenden, Fulton, Graves, Henderson, Hickman, Livingston, Lyon, Marshall, McCracken, Union, Webster
Missouri	Bollinger, Butler, Cape Girardeau, Dunklin, Madison, Mississippi, New Madrid, Pemiscot, Perry, Scott, Stoddard, Wayne
Tennessee	Carroll, Crockett, Dyer, Fayette, Gibson, Haywood, Henry, Lake, Lauderdale, Madison, Obion, Shelby, Tipton, Weakley

**PELEUS INSURANCE COMPANY**  
**CONTRACT ENDORSEMENT**

ENDORSEMENT NUMBER: 001  
FIRST NAMED INSURED: Strata Real Estate Services Association  
COMPANY: Peleus Insurance Company

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It is understood and agreed that deductibles applicable under this Policy are as stated in the Declarations Certificates issued on behalf of Peleus Insurance Company. It is also understood and agreed that a Covered Cause of Loss under the Policy may be modified or restricted for individual certificates and individual locations insured within the individual Declarations Certificates in accordance with authority granted to Strata Underwriting Managers.

Further it is understood and agreed that limits of liability may be reduced for individual Declarations Certificates and the limits may vary by location within the Statement of Values for each Declarations Certificate. In no event will limits be higher than those shown on the Declarations Certificate.

The terms, conditions, limits, exclusions and other provisions included in the Declarations Certificates issued to the Named Insured by Strata Underwriting Managers on behalf of Peleus Insurance Company, including but not limited to the Policy Term, Special Conditions, Policy Limit, Sublimits of Insurance, Deductibles and Definitions, are hereby incorporated into the Policy as if set forth fully herein. Restrictive terms and conditions prescribed in the Declarations Certificate for a Named Insured have control over any inconsistent or less restrictive terms and conditions contained in the Policy.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

**PELEUS INSURANCE COMPANY**  
**CONTRACT ENDORSEMENT**

ENDORSEMENT NUMBER: 002  
FIRST NAMED INSURED: Strata Real Estate Services Association  
COMPANY: Peleus Insurance Company

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**PROTECTIVE SAFEGUARDS ENDORSEMENT**

**Failure to comply with the Protective Safeguard Clauses specified as applicable in the Schedule below shall suspend this insurance.**

**PROTECTIVE SAFEGUARD CLAUSE(S)**

In consideration of the premium at which this certificate is written, based on the protection of the premises by any or all of the protective safeguard system(s) indicated below, it is a condition of this certificate that the Named Insured shall exercise due diligence in maintaining in complete working order all equipment and services pertaining to the system(s) which are under the control of the Named Insured, this would include any special maintenance or service requirements indicated below. It also is a condition of this insurance that the Named Insured shall give immediate notice to the Company of any impairment in or suspension of any equipment or service pertaining to the system(s) within the knowledge of the Named Insured. This endorsement applies only to Protective Safeguards in place as of the date that coverage is bound, whether reported to the Company or not.

**A. Automatic Sprinkler System**

In further consideration of the premium at which this certificate is written, it is a condition of this certificate that the Named Insured shall have the automatic sprinkler system serviced by an independent contractor licensed to service and maintain automatic sprinkler systems in the state in which the premises are located. It also is a condition of this certificate that the Named Insured shall have the automatic sprinkler system inspected and tested at least once per year by an independent contractor licensed to inspect and test automatic sprinkler systems in the state in which the premises are located.

**B. Automatic Fire Alarm**

Automatic Fire Alarm, reporting to a public or private fire alarm station.

**C. Activated and operational Central Station Burglar Alarm**

Activated and operational Central Station Burglar Alarm, reporting to a public or private burglar alarm station. Alarm must be in the "on" position during all non-working hours and/ or whenever the Named Insured's premises are unoccupied.

**D. Automatic Extinguishing System and Hood and Duct Cleaning. (Applicable to commercial food preparation risks only).**

It is a condition of this insurance that all ranges, deep-fat fryers, broilers and other cooking appliances, including their hoods, are protected by an approved, automatic fire extinguishing system, and insofar as such protective equipment is under the control of the Named Insured, due diligence shall be used to maintain such system in complete working order.

All automatic extinguishing systems and hoods and duct work shall be cleaned and inspected by an outside cleaning service no less than twice a year.

It is also a condition of this insurance that all hoods and ducts are equipped with approved grease filters which shall be routinely cleaned.

**Candlelight Village Condo Owners Assoc**

**Statement of Values**

Grand Total TIV: \$3,039,120

Loc Name	Address	City	State	Zip	Eff Date	Exp Date	
Candlelight Village Condo Owners Association	2807 Wildflower Drive	Bryan	TX	77802	10/01/15	10/01/16	
Real Property	\$3,039,120	No. of Bldgs	13	Build Year	1981	C.7.	\$10,000.00
Bus. Personal Property	\$0	No. of Units	42	Roof Year	1999	C.6.	\$25,000.00
Bus. Income Loss of Rents	\$0	No. of Pools	1	Smoke Alarm	Yes	C.1.	Included in C.7.
Other	\$0	Sq. Ft.	50852	Sprinklered	No	C.2.	Included in C.7.
		No. of Stories	2	Subsidized	0	C.3.	Excluded
Total Insured Value	\$3,039,120	Construction Type	Frame	Wiring	Copper	C.4.	Excluded
						Inspection	\$0.00





# INSURANCE BINDER

DATE (MM/DD/YYYY)  
09/21/2015

**THIS BINDER IS A TEMPORARY INSURANCE CONTRACT, SUBJECT TO THE CONDITIONS SHOWN ON THE REVERSE SIDE OF THIS FORM.**

<b>AGENCY</b> Service Insurance Group, Inc. PO Box 5753 3840 Corporate Center Dr Bryan TX 77805-5753		<b>COMPANY</b> Mount Vernon Fire Ins Co		<b>BINDER #</b> NPP013S4229B	
<b>PHONE (A/C, No., Ext):</b> (979) 774-3900		<b>FAX (A/C, No.):</b> (979) 774-3955		<b>THIS BINDER IS ISSUED TO EXTEND COVERAGE IN THE ABOVE NAMED COMPANY PER EXPIRING POLICY #:</b>	
<b>CODE:</b> 34044		<b>SUB CODE:</b>		<b>DESCRIPTION OF OPERATIONS/VEHICLES/PROPERTY (Including Location)</b> 42 Condo Units @ 2708 Wildflower Bryan, TX 77802	
<b>AGENCY CUSTOMER ID:</b> 7942		<b>INSURED</b> Candlelight Village Condo Owners Association c/o Century 21 Beal 903 S Texas Ave College Station TX 77840-			

COVERAGES		LIMITS		
TYPE OF INSURANCE	COVERAGE/FORMS	DEDUCTIBLE	COINS %	AMOUNT
<b>PROPERTY CAUSES OF LOSS</b> <input type="checkbox"/> BASIC <input type="checkbox"/> BROAD <input type="checkbox"/> SPEC				
<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> \$0 Deductible	Directors & Officers Liability; Included with \$1000 self-insured-retention.  RETRO DATE FOR CLAIMS MADE:	EACH OCCURRENCE DAMAGE TO RENTED PREMISES MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COM/POP AGG	\$ \$ \$ \$ \$	1,000,000 100,000 5,000 1,000,000 2,000,000 Included
<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS				
<b>AUTO PHYSICAL DAMAGE DEDUCTIBLE</b> <input type="checkbox"/> COLLISION: <input type="checkbox"/> OTHER THAN COL:	<input type="checkbox"/> ALL VEHICLES <input type="checkbox"/> SCHEDULED VEHICLES			ACTUAL CASH VALUE STATED AMOUNT \$ OTHER
<b>GARAGE LIABILITY</b> <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$ OTHER THAN AUTO ONLY: EACH ACCIDENT \$ AGGREGATE \$
<b>EXCESS LIABILITY</b> <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/> OTHER THAN UMBRELLA FORM	RETRO DATE FOR CLAIMS MADE:			EACH OCCURRENCE \$ AGGREGATE \$ SELF-INSURED RETENTION \$ WC STATUTORY LIMITS
<b>WORKER'S COMPENSATION AND EMPLOYER'S LIABILITY</b>				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
<b>SPECIAL CONDITIONS/ OTHER COVERAGES</b>	Renewal of coverage is contingent upon receipt of payment.			FEES \$ 200 TAXES \$ 100.61 ESTIMATED TOTAL PREMIUM \$ 1,849

<b>NAME &amp; ADDRESS</b> Unit Owners are listed as Additional Insureds		<input type="checkbox"/> MORTGAGEE <input type="checkbox"/> LOSS PAYEE	<input checked="" type="checkbox"/> ADDITIONAL INSURED
		LOAN #	
		AUTHORIZED REPRESENTATIVE 